



# Monterey County

## Item No.16

### Board Report

Board of Supervisors  
Chambers  
168 W. Alisal St., 1st Floor  
Salinas, CA 93901

Legistar File Number: 22-368

May 03, 2022

**Introduced:** 4/20/2022

**Current Status:** Agenda Ready

**Version:** 2

**Matter Type:** General Agenda Item

- a. Approve a non-standard Equipment Service and Software Support Agreement with Fluence Automation, LLC to provide equipment service and software support for mail sorting equipment for a total not to exceed amount of \$120,000 for a term effective July 1, 2022 through June 30, 2024; and
- b. Approve and authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute annual Equipment Service and Software Schedules (Exhibit A - Annual Service Schedules) to the Agreement with Fluence Automation, LLC to allow uninterrupted services for mail sorting equipment, the cost of which will not exceed \$60,000 per Fiscal Year including sales tax; and
- c. Authorize the Contracts/ Purchasing Officer or Contracts/Purchasing Supervisor to execute future Annual Service Schedules to the Agreement and other amendments thereto, extending the term by one (1) year each, subject to County Counsel approval, provided the terms of the Agreement remain substantially the same and provided the additional costs per year do not exceed ten percent (10%) of the cost of the prior year.

**RECOMMENDATION:**

- a. Approve a non-standard Equipment Service and Software Support Agreement with Fluence Automation, LLC to provide equipment service and software support for mail sorting equipment for a total not to exceed amount of \$120,000 for a term effective July 1, 2022, through June 30, 2024; and
- b. Approve and authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute annual Equipment Service and Software Schedules (Exhibit A - Annual Service Schedules) to the Agreement with Fluence Automation, LLC to allow uninterrupted services for mail sorting equipment, the cost of which will not exceed \$60,000 per Fiscal Year including sales tax; and
- d. Authorize the Contracts/ Purchasing Officer or Contracts/Purchasing Supervisor to execute future Annual Service Schedules to the Agreement and other amendments thereto, extending the term by one (1) year each, subject to County Counsel approval, provided the terms of the Agreement remain substantially the same and provided the additional costs per year do not exceed ten percent (10%) of the cost of the prior year.

**SUMMARY/DISCUSSION:**

This Request will support the existing Mail Operations and the entire County with interoffice and United States mail processing, sorting and distribution. The current mail sorting equipment has been in place for two (2) years and is essential for this service to be provided efficiently. The current

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Agreement with Fluence expires June 30, 2022.

**OTHER AGENCY INVOLVEMENT:**

County Counsel and Auditor-Controller have reviewed as to form and legality, and fiscal provisions.

**FINANCING:**

Funds for these services are contained within the approved budget allocations of the department utilizing the services. Expenditures will depend on the actual services requested by the County.

**BOARD OF SUPERVISORS STRATEGIC INITIATIVES:**

These actions will help ensure the timely provision of necessary services to all County Departments.

Mark a check to the related board of Supervisors Strategic Initiatives

- Economic Development
- Administration
- Health & Human Services
- Infrastructure
- Public Safety

Prepared by: Richard W Buell, Fleet Manger   
Approved by: Dewayne Woods, Assistant County Administrative Officer 

Attachment:

1. Exhibit A - Annual Service Schedules