

MONTEREY COUNTY

MARY A. ZEEB
Treasurer – Tax Collector

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Salinas, CA 93901
Telephone (831) 755-5015



December 19, 2013

Michael Ferry, Director of Parks/Chief Ranger
855 E. Laurel Drive, Bldg. G
Salinas, CA 93905

Dear Michael,

We are excited about the prospect of your reservation system implementation planned for next year. In working with both your department and your vendor, Active Networks, we have identified two areas of concern for the County and specifically the Treasury. All areas are being addressed at this time but will require further work to complete. These concerns are:

1. Contract modifications are required to ensure the County can become the merchant of record for these transactions in the future as soon as the Treasurer completes the RFP process and selects a vendor for credit card and gateway processors. An award of contract is expected in mid April 2014.
2. Contract modifications are also required to ensure Active Networks securitizes all funds, derived from the interim merchant process, to protect County monies while in Active Networks' possession.

I would like to caution the Parks Department from implementing the new reservation system until these two concerns have been met and the financial link between the Treasury and Active Network is complete. It would be unfortunate to have Active Network collecting funds and not have the ability to transfer those funds to the County Treasury. We are ready to work with Active Networks as soon as the above stated criteria have been addressed.

If you have additional questions please contact Richard Smith in my office. He is our project lead on this matter and has been instrumental in moving it forward and satisfying the needs of all parties.

Sincerely,

A handwritten signature in blue ink, appearing to read "Mary A. Zeeb", is written over the typed name and title.

Mary A. Zeeb
Treasurer-Tax Collector

CC: Estella Sandoval, Finance Manager I
Richard Smith, Assistant Treasurer-Tax Collector