



# County of Monterey

**Item No.**

## Board Report

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

**Legistar File Number: A 24-496**

**November 12, 2024**

**Introduced:** 10/17/2024

**Current Status:** Agenda Ready

**Version:** 1

**Matter Type:** BoS Agreement

a. Approve and Authorize the Contracts and Purchasing Officer or her designee to execute an Agreement between the County of Monterey and Smile Business Products, Inc. for a term retroactive to October 31, 2024 to June 30, 2027 for the provision of equipment lease for printers, copiers, and multifunction machines services for the Monterey County Sheriff's Office as needed, in the amount not to exceed \$300,000.

### RECOMMENDATION:

It is recommended that the Board of Supervisors:

a. Approve and Authorize the Contracts and Purchasing Officer or her designee to execute an Agreement between the County of Monterey and Smile Business Products, Inc. for a term retroactive to October 31, 2024, to June 30, 2027 for the provision of equipment lease for printers, copiers, and multifunction machines services for the Monterey County Sheriff's Office as needed, in the amount not to exceed \$300,000.

### SUMMARY/DISCUSSION:

The Monterey County Contracts and Purchasing Department notified applicable staff the County Wide Master Agreement with Smile Business Products, Inc., would not be extended. All County Departments were directed to create their own Multi-Year Agreement as needed. Approval of the recommended action will allow the Monterey County Sheriff's Office (MCSO) to maintain the necessary day-to-day use and services of current leased printers, copiers, and multifunction machines and acquire new leases as needed.

This contract is retroactive due to vendors signatories being on vacation.

### OTHER AGENCY INVOLVEMENT:

The Office of the County Counsel and Auditor-Controller have reviewed and approved this Agreement as to legal form fiscal provisions, respectively.

### FINANCING:

The costs of this Agreement are included in the Sheriff's FY24-25 Adopted Budget. The associated costs for future years will be included in the Sheriff's Requested Budgets. This action has no impact to the County General Fund.

### BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

This recommendation supports all of the Board of Supervisors Strategic Initiatives. It is for executive level consulting services, the outcome of which will contribute to a more efficient use of resources within the organization and also contribute to program expansion for strategic priorities.

Mark a check to the related Board of Supervisors Strategic Initiatives

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

Prepared by: Arthur Curtright, Management Analyst III, ext. #3708

Reviewed by: Jason Smith, Chief Deputy, ext. #3801

Reviewed by: Keith Boyd, Undersheriff, ext. #3859

Approved by: Tina Nieto, Sheriff, ext. #3750

Attachments:

Board Report

Exhibit A\_Scope

Exhibit B\_Existing Equipment

Exhibit C\_Monterey County ITD Printer\_Copier\_Multifunction Machine

Smile Standard Agreement