

**Before the Board of Supervisors in and for the
County of Monterey, State of California**

Resolution No. 11-143; Agreement No. A-11988

- a. Approve and authorize a Participating Agreement, in the amount of \$450,000, between the Monterey County Treasurer-Tax Collector and Gila Corporation, dba Municipal Services Bureau (MSB), which specifies collection services to be performed under the terms of the Judicial Council of California and the Administrative Office of the Court (AOC) negotiated Master Agreement No. MA-200906 for FY 2011-12;
- b. Authorize the Contracts/Purchasing Officer to sign the Participating Agreement; and
- c. Authorize the Contracts/Purchasing Officer to extend the Agreement for up to two one year contract extensions with MSB where the Amendments do not exceed ten percent of the Agreement amount or significantly change the scope of work.....

Upon motion of Supervisor Potter, seconded by Supervisor Salinas, and carried by those members present, the Board hereby;

- a. Approved and authorized a Participating Agreement, in the amount of \$450,000, between the Monterey County Treasurer-Tax Collector and Gila Corporation, dba Municipal Services Bureau (MSB), which specifies collection services to be performed under the terms of the Judicial Council of California and the Administrative Office of the Court (AOC) negotiated Master Agreement No. MA-200906 for FY 2011-12;
- b. Authorized the Contracts/Purchasing Officer to sign the Participating Agreement; and
- c. Authorized the Contracts/Purchasing Officer to extend the Agreement for up to two one year contract extensions with MSB where the Amendments do not exceed ten percent of the Agreement amount or significantly change the scope of work.

PASSED AND ADOPTED on this 17th day of May, 2011, by the following vote, to wit:

AYES: Supervisors Armenta, Calcagno, Salinas, Parker, and Potter


NOES: None

ABSENT: None

I, Gail T. Borkowski, Clerk of the Board of Supervisors of the County of Monterey, State of California, hereby certify that the foregoing is a true copy of an original order of said Board of Supervisors duly made and entered in the minutes thereof of Minute Book 75 for the meeting on May 17, 2011.

Dated: May 17, 2011

Gail T. Borkowski, Clerk of the Board of Supervisors
County of Monterey, State of California

By 
Deputy

MONTEREY COUNTY BOARD OF SUPERVISORS

MEETING: May 17, 2011	Consent	AGENDA NO.:	32
SUBJECT: <ul style="list-style-type: none">a) Approve and authorize a Participating Agreement, in the amount of \$450,000, between the Monterey County Treasurer-Tax Collector and Gila Corporation, dba Municipal Services Bureau (MSB), which specifies collection services to be performed under the terms of the Judicial Council of California and the Administrative Office of the Court (AOC) negotiated Master Agreement No. MA-200906 for FY 2011-12.b) Authorize the Contracts/Purchasing Officer to sign the Participating Agreement.c) Authorize the Contracts/Purchasing Officer to extend the Agreement for up to two one year contract extensions with MSB where the Amendments do not exceed ten percent of the Agreement amount or significantly change the scope of work.			
DEPARTMENT: Treasurer-Tax Collector			

RECOMMENDATION:

- a) Approve and authorize a Participating Agreement, in the amount of \$450,000, between the Monterey County Treasurer-Tax Collector and Gila Corporation, dba Municipal Services Bureau (MSB), which specifies collection services to be performed under the terms of the Judicial Council of California and the Administrative Office of the Court (AOC) negotiated Master Agreement No. MA-200906 for FY 2011-12.
- b) Authorize the Contracts/Purchasing Officer to sign the Participating Agreement.
- c) Authorize the Contracts/Purchasing Officer to extend the Agreement for up to two one year contract extensions with MSB where the Amendments do not exceed ten percent of the Agreement amount or significantly change the scope of work.

SUMMARY/DISCUSSION:

The Monterey County Treasurer-Tax Collector's Revenue Division collects delinquent court ordered debt and subsequently recovers the cost of collections per Penal Code 1463.007. To be eligible for cost recovery, participating agencies must meet 10 of 17 requirements. The Treasurer-Tax Collector's Revenue Division currently meets 12 of the 17 requirements and would like to engage a third party collection agency to enhance compliance and assist with the recovery of court ordered debt. The State Administrative Office of the Courts (AOC) circulated an RFP to solicit potential vendors to perform these types of service. A master agreement was then offered to several vendors, and several Counties have already entered into agreements with vendors in their jurisdictions pursuant to the "Participating Agreement" attached thereto. The County Treasurer-Tax Collector conducted its own competitive vendor interview process with the successful candidates of the AOC process and concluded that the services provided by MSB best suited the needs of the County, and is now recommending Board approval to proceed with the Participating Agreement for tertiary collection services with MSB.

Pursuant to Section 4.1 of the AOC Master Agreement No. MA-200906, the term of the agreement was in full force from February 2009 until February 2011. The Master Agreement allows renewals for up to three additional successive one year periods. The AOC subsequently has executed a Master Agreement Amendment with MSB extending the contract term for the first of the three one year extensions, to February 4th 2012. Additionally, the AOC has the ability to extend the Master Agreement with MSB for two successive additional one year periods.

Ongoing renewals of the County's Participating Agreement will be dependent on MSB's contract status with the AOC.

OTHER AGENCY INVOLVEMENT:

The Judicial Council of California and the Administrative Office of the Court (AOC) negotiated master agreements with several tertiary collection agencies after a statewide Request for Proposal (RFP). MSB was among the agencies selected by the Judicial Council and AOC to provide such services to courts, counties and other municipalities in California.

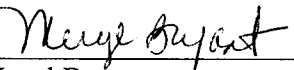
The Participating Agreement and the AOC Master Contract have been reviewed and approved by County Counsel as to form and by Risk Management for insurance provisions.

FINANCING:

The Participating Agreement in the amount of \$450,000 will fund services during the period July 1, 2011 through June 30, 2012.

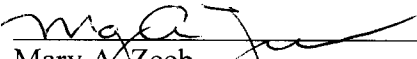
MSB service fees are based on revenue collected and vary depending on the age of the delinquent account. The Treasurer-Tax Collector estimates that \$1,840,000 in revenues will be collected by MSB during the period of July 1, 2011 through June 30, 2012. Based on this projection, the rate of commission (21%) associated with estimated collections is \$386,400. The fiscal impact to the County's General fund is estimated to be \$19,320. The Treasurer-Tax Collector has anticipated this expense and it has been included in the Department's 2011-12 requested budget.

Prepared by:



Meryl Bryant
Finance Manager II
May 5, 2011
755-5143

Approved by:



Mary A. Zeeb
Treasurer-Tax Collector
May 5, 2011

Attachments:

AOC Master Agreement No. MA-200906 (Attachment 1) is on file with the Clerk to the Board.

AOC Master Agreement Amendment MA-200906 #001 with Gila Corporation, dba Municipal Services Bureau (MSB) (Attachment 1A)

Participating Agreement with Gila Corporation, dba Municipal Services Bureau (MSB)
(Attachment 2)

CC: CAO, Auditor, County Counsel