

SUMMARY/DISCUSSION:

The proposed agreement contains non-standard indemnification and liability provisions; however, Iron Mountain Information Management, LLC (“Iron Mountain”) has provided offsite storage services to the County Clerk/Recorder (“CCR”) since 1985 without incident and these non-standard provisions are industry-wide standard although not County standard. The services provided by Iron Mountain are necessary for the offsite preservation, protection, and retention of Monterey County’s official and vital records as mandated by Government Code section 27322.2.

The CCR requests that Board approves an agreement effective July 1, 2022 through June 30, 2024, including non-standard provisions, between Iron Mountain and the Monterey CCR office. The agreement is for microfilm/microfiche storage and ensures the offsite vaulted preservation, protection, and retention of Official and Vital Records for Monterey County as mandated by Government Code section 27322.2. Therefore, the CCR requests the Board of Supervisors’ approval to continue storage with Iron Mountain.

OTHER AGENCY INVOLVEMENT:

County Counsel has reviewed the agreement and approves to form upon client acceptance of non-standard terms. County Risk Management cannot approve the agreement due to non-standard indemnity and liability provisions.

FINANCING:

The funds for payment of this agreement have been included in the CCR (1180-ACR003-8004) FY 2022-23 Adopted Budget. Transactions relating to future fiscal years will be included in each respective Recommended Budget.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

This report correlates to the Administration Strategic Initiatives adopted by the Board of Supervisors by ensuring the preservation, protections, and retention of Monterey County’s official and vital records as mandated by Government Code section 27322.2.

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

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Attachments:

Service Agreement