



Legislation Details (With Board Report)

File #: A 23-113 **Name:** Dataflow - CCR - 2023-2026
Type: BoS Agreement **Status:** Passed
File created: 4/5/2023 **In control:** Board of Supervisors
On agenda: 4/25/2023 **Final action:** 4/25/2023

Title: a. Approve and authorize the County Clerk/Recorder or their designee to execute a non-standard Agreement between Dataflow Business Systems, Inc. for the lease and maintenance of copy machines and printers (six machines in total), in an amount not to exceed \$137,000 for a three-year (36 month) term from July 1, 2023 through June 30, 2026; and
b. Authorize the County Clerk/Recorder or their designee to execute up to two (2) amendments to this Agreement, each extending the term by one year, where the cost of each Amendment does not exceed \$50,250, bringing the total maximum not to exceed amount to \$237,500 (original contract price plus 2 amendments).

Sponsors:

Indexes:

Code sections:

Attachments: 1. Board Report, 2. Service Agreement, 3. Exhibit A - Printer/Copier/Multifunction Machine Quote Forms, 4. Completed Board Order Item No. 27, 5. Fully Executed Agreement - Dataflow Business Systems, Inc.

Date	Ver.	Action By	Action	Result
4/25/2023	1	Board of Supervisors		

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RECOMMENDATION:

It is recommended that the Board of Supervisors:

a. Approve and authorize the County Clerk/Recorder or their designee to execute a non-standard Agreement between Dataflow Business Systems, Inc. for the lease and maintenance of copy machines and printers (six machines in total), in an amount not to exceed \$137,000 for a three-year (36 month) term from July 1, 2023 through June 30, 2026; and
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SUMMARY/DISCUSSION:

The County’s current Agreement with Dataflow Business Systems, Inc., providing printer lease and maintenance services for the County Clerk/Recorder expires on June 30, 2023. Based on the vendor-generated quote and printer use data from previous years, the County Clerk Recorder’s Office has indicated a total aggregate contract amount of not to exceed \$137,000 for similar services for a three-year (36 month) contract term effective July 1, 2023 to June 30, 2026.

The County Clerk/Recorder has been satisfied with the services performed by this vendor for a number of years and is requesting approval of this non-standard Agreement in order to ensure seamless future performance by the vendor for the near future.

OTHER AGENCY INVOLVEMENT:

The Office of the County Counsel has reviewed and approved the Agreement as to form.

FINANCING:

Funds for payment of this agreement have been included in the County Clerk/Recorder's FY 2023-2024 Requested Budget (1180-ACR003-8004). Transactions relating to future fiscal years will be included in each respective Requested Budget.

There is no additional financial impact to the General Fund.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

The services rendered in this agreement provide the County Clerk/Recorder's Office with the additional support it needs to provide reliable and high-quality services to the residents of Monterey County.

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

Prepared by: Chihiro Marie Tabata, Management Analyst, x6607

Approved by: Xochitl Marina Camacho, Assessor-Clerk/Recorder, x5803

Attachments:

Service Agreement

Exhibit A - Printer/Copier/Multifunction Machine Quote Forms