



# County of Monterey

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

## Board Report

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**File #: 22-314, Version: 2**

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- a. Approve Amendment No. 4 between the County of Monterey, by and through the Monterey County Treasurer-Tax Collector, and The Data Center to extend the term of the existing Agreement, No. A-13216, for bill printing and distribution services for one additional year from July 1, 2022 to June 30, 2023 and adding an additional \$100,000 for a revised total payment not to exceed \$100,000 for the period of July 1, 2022 to June 30, 2023; and
- b. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to sign and execute Amendment No. 4.

### RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve Amendment No. 4 between the County of Monterey, by and through the Monterey County Treasurer-Tax Collector, and The Data Center to extend the term of the existing Agreement, No. A-13216, for bill printing and distribution services for one additional year from July 1, 2022 to June 30, 2023 and adding an additional \$100,000 for a revised total payment not to exceed \$100,000 for the period of July 1, 2022 to June 30, 2023; and
- a. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to sign and execute Amendment No. 4.

### SUMMARY AND DISCUSSION:

On July 1, 2016, the County of Monterey, by and through the Treasurer-Tax Collector, entered into an agreement with The Data Center, for a term of three (3) years for the period of July 1, 2016 to June 30, 2019 with the option to extend the Agreement for three (3) additional one (1) year periods. The parties extended the Agreement three times: Amendment #1 for one (1) year for the period of July 1, 2019 to June 30, 2020; Amendment #2 for one (1) year for the period of July 1, 2020 to June 30, 2021; and Amendment #3 for one (1) year period of July 1, 2021 to June 30, 2022. Each Amendment provided that the total payment for all services performed shall not exceed the sum of \$100,000 per fiscal year.

The Treasurer-Tax Collector and Contracts/Purchasing office anticipate a request for proposal for bill printing and distribution services in fiscal year 2022-2023. Present workload and staffing considerations in response to the pandemic in both departments prevented the request for proposal from moving forward this fiscal year. The County's current Agreement for tax bill printing and distribution services expires on June 30, 2022. The requested Amendment #4 extends the Agreement for one (1) year for the period of July 1, 2022 to June 30, 2023 and adds an additional \$100,000 for a revised total payment not to exceed \$100,000 for the period of July 1, 2022 to June 30, 2023.

OTHER AGENCY INVOLVEMENT:

Amendment No. 4 has been reviewed and approved by County Counsel as to form.

FINANCING:

Approval of the recommended action does not require additional general fund appropriations and the one year cost of \$100,000 is included in the fiscal year 22-23 recommended budget. This agreement facilitates cost-effective and efficient printing and distribution of the County's secured and unsecured property tax bills.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

The contract with The Data Center will assist in collection of the County's secure and unsecured property taxes by providing tax bill printing and distribution services for the Treasurer-Tax Collector.

X Administration

Prepared by: Kristina Parson, Chief Deputy Treasurer-Tax Collector, x5317

Approved by: Mary A. Zeeb, Treasurer-Tax Collector, x5015

All attachments are on file with the Clerk of the Board:

The Data Center Amendment #4  
The Data Center Amendment #3  
The Data Center Amendment #2  
The Data Center Amendment #1  
The Data Center Original Agreement