



County of Monterey

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

Board Report

File #: 14-414, Version: 1

- a. Approve and authorize a Participating Agreement, in the amount of \$575,000, 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-201307 for FY 2014-16;
- 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.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve and authorize a Participating Agreement, in the amount of \$575,000, 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-201307 for FY 2014-16.
- 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:

On May 17, 2011 the Board approved a Participating Agreement with Gila Corporation, dba: (MSB), to provide 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 a term of two years for the period of May 1, 2011 through April 30, 2013. The parties further amended the participating agreement on April 16, 2013 to extend the Participating Agreement on the same terms and conditions for a term of May 1, 2013 through April 30, 2014.

On January 1, 2014 Gila Corporation, dba: MSB entered into a new Master Agreement No. MA-201307, with the Judicial Council/Administrative Office of the Courts. The Treasurer-Tax Collector wishes to retain the services of Gila Corporation, dba MSB under the new Master Agreement No. MA-201307, and Participation Agreement attached thereto.

The Treasurer-Tax Collector's Revenue Division is now recommending Board approval to continue with the Participating Agreement for tertiary collection services with Gila Corporation, dba: MSB.

Pursuant to Section 4.1 of the AOC Master Agreement No. MA-201307, the term of the agreement is in full force from January 1, 2014 until December 30, 2016. The Master Agreement allows renewals for up to three additional successive one year periods.

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 the AOC to provide such services to courts, counties and other municipalities in California.

The Participating Agreement and the AOC Master Agreement 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 \$575,000 will fund services during the period May 1, 2014 through April 30, 2016

The Treasurer-Tax Collector estimates future expenses of \$575,000. The estimate was based on actual expenditures previously incurred from Gila Corporation in the service period of May 1, 2011 through April 30, 2014.

Prepared by: Kathleen Mauzey, Finance Manager I, X5142

Approved by: Mary A. Zeeb, Treasurer-Tax Collector, X5015

Attachments:

Attachment A - MSB Participation Agreement

Attachment B - MSB.AOC Master Agreement

cc: CAO, Auditor, County Counsel