



County of Monterey

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

Board Report

File #: 15-0828, **Version:** 1

Approve and authorize the Contracts/Purchasing Officer to execute Amendment No. 3 to Agreement for Professional Services with ABC Legal Services, Inc. for service of process for the Department of Child Support Services, to increase the maximum amount payable under this Agreement by \$15,000.00 (fifteen thousand dollars) for a revised total Agreement amount not to exceed \$114,600.00 and to extend the term of the agreement for 90 days, from July 1, 2012 to June 30, 2015 to July 1, 2012 to September 30, 2015.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

Approve and authorize the Contracts/Purchasing Officer to execute Amendment No. 3 to Agreement for Professional Services with ABC Legal Services, Inc. to increase the maximum amount payable under this Agreement by \$15,000.00 (fifteen thousand dollars) for a revised total Agreement amount not to exceed \$114,600.00 and to extend the term of the agreement for 90 days, from July 1, 2012 to June 30, 2015 to July 1, 2012 to September 30, 2015.

SUMMARY/DISCUSSION:

ABC Legal Services Inc. provides nationwide process service for documents applicable to child support cases. The child support process requires service of process of program-applicable documents needed to establish, enforce and/or modify court orders. The County of Monterey engages ABC Legal Services Inc. to provide service of process in areas outside of Monterey County where sufficient permanent staffing is not able to efficiently, effectively and with a reasonable cost, provide the service.

The County's Department of Child Support Services has incurred additional expenditures in the current term because of new contract negotiations for service of process, for both in-state and out-of-state jurisdictions. The Department of Child Support Services has recently finalized the Request for Quotations process for a contract for service of process and this extension is temporary in nature.

This service supports the State DCSS 2015-2019 Strategic Plan Goals to increase support for California's children and enhance program performance and sustainability. It also supports three of the core strategies, specifically: establish timely and appropriate orders, leverage resources to be most cost effective, and evaluate and expand efficiencies in operations statewide.

OTHER AGENCY INVOLVEMENT:

County Counsel, Risk Management, Contracts/Purchasing and Auditor-Controller have reviewed and approved this Amendment No. 3 to Agreement for Professional Services with ABC Legal Services, Inc. as to legal form and fiscal provisions, respectively.

FINANCING:

This Agreement is funded by Federal (66%) and State (34%) with no General Fund Contribution required. This amount for Amendment No. 3 to the Agreement for Professional Services with ABC Legal Services is \$15,000.00 for FY2015-2016, for a revised total Agreement amount not to exceed \$114,600.00. The funds for this Amendment are included in the Child Support Services' adopted budget for FY2014-15 and FY 2015-16, with no increase in appropriations required.

Prepared by: Shirley Liu, Administrative Secretary, (831) 769-8714
Approved by: Jo Ellen Holtzworth, Acting Director of Child Support Services,
(831) 769-8721

ATTACHMENTS:

ABC_Legal_Agmt_Amend1_2.pdf

ABC_Legal_Amend3.pdf