



# County of Monterey

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

## Board Report

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**File #:** 17-0826, **Version:** 1

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Approve and authorize the Director of Child Support Services to sign an agreement for printer/copier/scanner multifunction machine lease, and equipment maintenance, repair, supplies and toner for networked and non-networked equipment with Dataflow Business Systems, Inc. (Dataflow) retroactive from the period of July 1, 2017 through June 30, 2020, not to exceed the amount of \$95,000.00

### **RECOMMENDATION:**

Approve and authorize the Director of Child Support Services to sign an agreement for printer/copier/scanner multifunction machine lease, and equipment maintenance, repair, supplies and toner for networked and non-networked equipment with Dataflow Business Systems, Inc. (Dataflow) retroactive from the period of July 1, 2017 through June 30, 2020, not to exceed the amount of \$95,000.00

### **SUMMARY/DISCUSSION:**

DCSS entered into an agreement with Dataflow Business Systems Inc. on July 1, 2014 to June 30, 2016 for printer/copier/scanner multifunction machine lease, and equipment maintenance, repair, supplies and toner for networked and non-networked equipment, in the amount of \$95,000.00. The agreement was amended July 15, 2016 to extend terms to June 30, 2017, agreement amount was unchanged. The agreement was amended a second time on August 24, 2016 to add replacement machines with updated rates and the agreement amount was unchanged. The agreement expired on June 30, 2017. During this time period County Contracts and Purchasing and Auditor-Controller permitted the department to use Dataflow services via a purchase order.

DCSS wishes to enter into a new agreement with Dataflow, beginning July 1, 2017 to June 30, 2020, in the amount of \$95,000.00, in order to continue with the array of cost-effective digital document solutions needed for for every step of the child support process.

The previous agreement amount was \$95,000.00. The new agreement cost is also \$95,000.00, for total not to exceed amount of \$190,000.00 in the aggregate, thereby requiring approval from the Board of Supervisors as the dollar amount exceeds \$100,000.00.

### **OTHER AGENCY INVOLVEMENT:**

California Department of Child Support Services has reviewed the agreement for proper management oversight and quality assurance regarding privacy and security. The Monterey County Information Technology

Department has approved the agreement as to security and privacy of data. County Counsel, Auditor-Controller and Contracts and Purchasing have reviewed and approved the agreement as to legal form, fiscal provisions and insurance requirements, respectively.

**FINANCING:**

This agreement is funded by Federal (66%) and State (34%) funds and approval of this action does not require County General Fund contributions. Funds for this agreement are included in the Child Support Services' adopted budget for FY 2017-18, with no increase in appropriations required. Transactions relating to future fiscal years will be included in each respective recommended budget.

**BOARD OF SUPERVISORS STRATEGIC INITIATIVES**

The request to enter into an agreement supports the County's Administration policy because it allows the department to operate in an efficient and cost effective manner by having a paperless office and use of electronic communication. The request also supports the County's Health and Human Services policy because it has an indirect contribution to improving the health and quality of life of families and children in Monterey County.

Mark a check to the related Board of Supervisors Strategic Initiatives

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

Prepared by: Shirley Liu, Administrative Secretary, x8714

Approved by: Jo Ellen Holtzworth, Director, x8721

Attachments: Dataflow Business Systems, Inc. July1, 2017 to June 30, 2020