



County of Monterey

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

Board Report

File #: 19-1907, **Version:** 1

- a. Authorize the agreement between The Data Center and the County for the Assessor's Business Property Statements Printing and Distribution Services, with a total amount not to exceed \$10,000 per fiscal year and an initial term from January 1, 2020 through December 31, 2020, with the option to extend the agreement for four additional one year periods; and
- b. Authorize the Assessor to sign the initial agreement for \$10,000 and the four future Amendments to the agreement which do not significantly alter the scope of work and do not exceed \$10,000 plus an additional 10% for each additional one year period.

It is recommended that the Board of Supervisors:

- a) Authorize the agreement between The Data Center and the County for the Assessor's Business Property Statements Printing and Distribution Services, with a total amount not to exceed \$10,000 per fiscal year and an initial term from January 1, 2020 through December 31, 2020, with the option to extend the agreement for four additional one-year periods; and
- b) Authorize the Assessor to sign the initial agreement for \$10,000 and the four future Amendments to the agreement which do not significantly alter the scope of work and do not exceed \$10,000 plus an additional 10% for each additional one year period.

SUMMARY/DISCUSSION:

The County's current Agreement with The Data Center, providing Business Property Statement printing and distribution services for the Assessor, expire on June 30, 2019. Based on a new invoice, The Data Center has indicated an annual cost for similar services for calendar year 2020 of \$10,000 for these services. Based on prior years, a 10% increase is anticipated for similar services from the Data Center for the next four years if the Assessor chooses to continue the relationship with the vendor. The Assessor has been satisfied with the services performed by this vendor for a number of years and is requesting the authority to proceed as requested to ensure seamless future performance by the vendor. In prior years a one year contract that did not exceed \$10,000 per year was executed; continued contracting between the Assessor and the vendor would exceed \$100,000 over the life of the relationship to date. The annual cost of the agreement and the optional four one-year extensions shall not exceed \$10,000, plus a 10% cola, or an accumulated six-year total expense not to exceed \$100,000.

OTHER AGENCY INVOLVEMENT:

The office of the County Counsel has reviewed and approved the Agreement.

FINANCING:

The FY 2019-20 Recommended Budget includes the first year not to exceed total of \$10,000. Expenditures related to future year expenditures through the term of the Agreement will be included in appropriate future year budget requests, at an amount not to exceed \$100,000 plus a cola of 10% per year.

There is no additional financial impact to the General Fund.

Prepared by: Emma Rayas, Administrative Services Officer, x 5930

Approved by: Stephen L. Vagnini, Assessor-Clerk/Recorder

Attachments:

Data Center Agreement