



County of Monterey

Item No.

Board Report

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

Legistar File Number: 25-701

October 14, 2025

Introduced: 9/29/2025

Current Status: General Government -
Consent

Version: 1

Matter Type: General Agenda Item

Approve and authorize the Contracts & Purchasing Officer or designee to execute retroactive Agreement with Smile Business Products, Inc., to provide multi-function copiers and service to the Agricultural Commissioner, for the period of July 1, 2025 to June 30, 2028 in an amount not to exceed \$76,150.00.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

Approve and authorize the Contracts & Purchasing Officer or designee to execute retroactive Agreement with Smile Business Products, Inc., to provide multi-function copiers and service to the Agricultural Commissioner, for the period of July 1, 2025 to June 30, 2028 in an amount not to exceed \$76,150.00.

SUMMARY/DISCUSSION:

The Agricultural Commissioner's office is recommending the approval of this Agreement for a multi-year lease with Smile Business Products, Inc. to provide multi-function copiers and service to the Agricultural Commissioner. The purpose of this agreement allows increased functionality to staff while reducing costs to the department in maintaining of hardware devices which are aging and in need of replacement.

This agreement is retroactive due to the time taken to determine overall current and future needs of the department and negotiate with vendor for appropriate service levels.

OTHER AGENCY INVOLVEMENT/COMMITTEE ACTIONS:

The Office of the County Counsel-Risk Management and the Auditor-Controller's Office have reviewed this Agreement as to legal form, liability and fiscal provisions, respectively.

FINANCING:

The funds are contained in the Agricultural Commissioner's Budget for fiscal year 2025-2026. There are no changes to appropriations. Ongoing funding is subject to availability as determined through the County's annual Adopted Budget review and approval process.

BOARD OF SUPERVISORS STRATEGIC PLAN GOALS:

- ☐ Well-Being and Quality of Life
- ☐ Sustainable Infrastructure for the Present and Future
- ☐ Safe and Resilient Communities
- ☐ Diverse and Thriving Economy
- ☒ Dynamic Organization and Employer of Choice

Prepared by: Henry Esler, Finance Manager I, x7381

Approved by: Juan Hidalgo, Agricultural Commissioner, x7301

Attachments:

Agreement with Exhibit A & B