



County of Monterey

Item No.

Board Report

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

Legistar File Number: A 24-518

December 03, 2024

Introduced: 10/28/2024

Current Status: Agenda Ready

Version: 1

Matter Type: BoS Agreement

a. Authorize the Contracts & Purchasing Officer or their designee to execute a non-standard agreement between the County of Monterey and Gila LLC dba Municipal Services Bureau for electronic payment services for the Civil Records Management System, at no cost to the County (cost will be incurred by person utilizing the service) from the period of (retroactive) November 15, 2024 to November 14, 2029.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

a. Authorize the Contracts & Purchasing Officer or their designee to execute a non-standard agreement between the County of Monterey and Gila LLC dba Municipal Services Bureau for electronic payment services for the Civil Records Management System, at no cost to the County (cost will be incurred by person utilizing the service) from the period of (retroactive) November 15, 2024 to November 14, 2029.

SUMMARY/DISCUSSION:

The Board of Supervisors previously approved a five (5) year agreement with Teleosoft for the purchase of software for the Civil Division, on February 9, 2016.

The Civil Division of the Monterey County Sheriff's Office performs the processing and serving of civil procedures (utilizing the software purchased above) including small claims judgments, earning withholding orders, real property levies and bank levies, and evictions. All these services are provided throughout the County including locations inside the incorporated cities.

AB 2791 which is effective January 2024, requires that the Sheriff's Office accept electronic signatures and payments for court documents. Electronic payments for this service will be processed by Gila LLC dba Municipal Service Bureau (MSB). MSB already provides this electronic payment for service for the Judicial Council for the County of Monterey.

OTHER AGENCY INVOLVEMENT:

The Office of County Counsel has reviewed and advised on this Agreement as to legal form. The Auditor-Controller has reviewed and approved the Agreement as to fiscal provisions.

FINANCING:

The cost of this contract is included in the FY 2024-25 Adopted budget. There is no cost to the County of Monterey for the services noted in this agreement. There will be no increase in General Fund Contribution resulting from this Board action.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

Mark a check to the related Board of Supervisors Strategic Initiatives

Economic Development

Administration

Health & Human Services

Infrastructure

Public Safety

Prepared by: Arthur Curtright, Management Analyst III, Extension #3708

Reviewed by: Jason Smith, Chief Deputy Sheriff, Extension #3801

Reviewed by: Keith Boyd, Undersheriff, Extension #3859

Approved by: Tina Nieto, Sheriff/Coroner, Extension # 3750

Attachments:

Board Report

Non-Standard Gila dba Municipal Service Bureau Agreement