



FIRST AMENDMENT TO THE INTERAGENCY AGREEMENT F000680 WITH SONOMA COUNTY FOR MAIL SERVICES

City Council Meeting
July 18, 2017

Deborah Lauchner
Chief Financial Officer, Finance Department

CURRENT

- The City has an established agreement for mail processing agreement with Sonoma County, Department of Information Technology, Records Management Division County since October 2013.
- Original Council approval provided for a not to exceed amount of \$400,000.

PROPOSED

- Extend Agreement F000680 for one year.
- Add additional funding in the amount of \$225,00 for a total Agreement amount not to exceed \$625,000 which includes \$31,273.52 previously paid for the period March 2017 through May 2017 in excess of the original not to exceed amount of \$400,000.

BENEFIT

- County maintains advanced equipment and software to process mail for delivery by the USPS, affording the City to benefit from highest level of postage automation from USPS.
- By contracting with the County, the City has reduced postage costs while maintaining a high level of service for City departments.

RECOMMENDATION

- By Resolution:

(1) Approve the First Amendment to Agreement Number F000680 with Sonoma County, Department of Information Technology, Records Management Division (County) to extend the Agreement for one year to June 30, 2018; and

(2) Add additional funding in the amount of \$225,000 for a total Agreement amount not to exceed \$625,000 which includes \$31,273.52 previously paid for the period March 2017 through May 2017 in excess of the original not to exceed amount of \$400,000.

QUESTIONS?