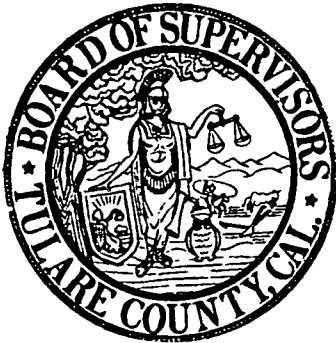


**BEFORE THE BOARD OF SUPERVISORS
COUNTY OF TULARE, STATE OF CALIFORNIA**

IN THE MATTER OF AWARD)
COURIER SERVICES CONTRACT TO) Resolution No. 2018-0508
PENINSULA MESSENGER SERVICES) Agreement No. 28695
OF CENTRAL CALIFORNIA, INC.)

UPON MOTION OF SUPERVISOR ENNIS, SECONDED BY SUPERVISOR CROCKER, THE FOLLOWING WAS ADOPTED BY THE BOARD OF SUPERVISORS, AT AN OFFICIAL MEETING HELD JUNE 26, 2018, BY THE FOLLOWING VOTE:

AYES: SUPERVISORS CROCKER, VANDER POEL, SHUKLIAN, WORTHLEY,
AND ENNIS
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE



ATTEST: MICHAEL C. SPATA
COUNTY ADMINISTRATIVE OFFICER/
CLERK, BOARD OF SUPERVISORS

BY: Mary Rowello
Deputy Clerk

1. Awarded the contract to Peninsula Messenger Services of Central California, Inc., to provide courier services to the County for the period of July 1, 2018 to June 30, 2023.
2. Authorized the Chairman to sign the Agreement.



**GENERAL SERVICES AGENCY
PRINT & MAIL SERVICES
COUNTY OF TULARE
AGENDA ITEM**

BOARD OF SUPERVISORS

KUYLER CROCKER
District One

PETE VANDER POEL
District Two

AMY SHUKLIAN
District Three

J. STEVEN WORTHLEY
District Four

MIKE ENNIS
District Five

AGENDA DATE: June 26, 2018

Public Hearing Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Scheduled Public Hearing w/Clerk	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Published Notice Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Advertised Published Notice	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
County Counsel Sign-Off	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Meet & Confer Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Electronic file(s) has been sent	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Budget Transfer (Aud 308) attached	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Personnel Resolution attached	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Agreements are attached and signature line for Chairman is marked with tab(s)/flag(s)	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>

CONTACT PERSON: Maria Benavides PHONE: 559-624-7223

SUBJECT: Award Courier Services Contract to Peninsula Messenger Services of Central California, Inc.

REQUEST(S):
That the Board of Supervisors:

1. Award the contract to Peninsula Messenger Services of Central California, Inc., to provide courier services to the County for the period of July 1, 2018 to June 30, 2023.
2. Authorize the Chairman to sign the Agreement.

SUMMARY:
In March 2018, General Services requested written proposals for courier services to pick up and deliver interoffice mail and packages/boxes, office supplies, printing orders, paper stock, copy machine supplies, maintenance supplies, small furniture items, and laboratory samples for all County departments as wells as specific city and court offices located throughout Tulare County. County departments access these services through the Print & Mail Division of the General Services Agency.

In response to the request, one proposal was submitted by Peninsula Messenger Services of Central California, Inc., the County's incumbent courier services provider.

The current contract with Peninsula Messenger Services of Central California, Inc., is set to expire June 30, 2018. The new term under the proposed contract is for five (5) years, effective July 1, 2018 and expires June 30, 2023. The decision to contract courier services for a five (5) year period is recommended due to a lack of qualified

SUBJECT: Award Courier Services Contract to Peninsula Messenger Services of Central California, Inc.

DATE: June 26, 2018

vendors in this area, and to secure competitive pricing over time. The contract also stipulates an option to renew for an additional three (3) year period by mutual written consent.

FISCAL IMPACT/FINANCING:

There are no net County costs to the General Fund. Courier services are paid for by the individual departments based upon their requirements for service. The contract prices listed in Exhibit B-1 of the Agreement are subject to an annual 5.4% increase. Rate increases will be effective on the anniversary of the commencement date.

LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:

The County's Strategic Business Plan includes the Organizational Performance initiative to improve organizational effectiveness. The recommended Board action helps fulfill this initiative by ensuring of the County has a reliable and efficient courier service.

ADMINISTRATIVE SIGN-OFF:



Art Arreola
Print and Mail Services Manager

cc: County Administrative Office

Attachment(s) Agreement with Peninsula Messenger Services of Central California, Inc.