



Child Support Services

COUNTY OF TULARE

AGENDA ITEM

BOARD OF SUPERVISORS

ALLEN ISHIDA
District One

PETE VANDER POEL
District Two

PHILLIP A. COX
District Three

J. STEVEN WORTHLEY
District Four

MIKE ENNIS
District Five

AGENDA DATE: June 21, 2011 Revised

Public Hearing Required	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Scheduled Public Hearing w/Clerk	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Published Notice Required	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Advertised Published Notice	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Meet & Confer Required	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Electronic file(s) has been sent	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Budget Transfer (Aud 308) attached	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Personnel Resolution attached	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Resolution, Ordinance or Agreements are attached and signature line for Chairman is marked with tab(s)/flag(s)	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>

CONTACT PERSON: Debra Olvera PHONE: 713-5781

SUBJECT: Approve amendment to agreement #24825 for process services exercising the option to extent the contract for one year

REQUEST(S):

That the Board of Supervisors:

1. Approve amendment to Agreement #24825 between the Tulare County Department of Child Support Services and David Kilgore d.b.a. ACTION SERV exercising the option to extend the contract term from July 1, 2011 through June 30, 2012 for the maximum amount of \$200,000.
2. Authorize the Chairman of the Tulare County Board of Supervisors to sign three copies of the agreement.

SUMMARY:

In the course of doing business, the Tulare County Department of Child Support Services has a legal obligation to have our customers personally served. The Department of Child Support Services, with the assistance of the Tulare County Purchasing Department, conducted a RFP (Request for Proposal) as part of the standard bid process for such agreements. ACTION SERV was the winning vendor. ACTION SERV will be providing Tulare County Department of Child Support Services with civil and legal process service for various legal documents. The Agreement (#24825) allows for three (3) one-year extensions when mutually agreed upon by both parties. The current agreement expires on June 30, 2011 and it is critical to prevent a lapse of coverage for this service.

SUBJECT: Approve amendment to agreement #24825 for process services exercising the option to extent the contract for one year

DATE: June 21, 2010

FISCAL IMPACT/FINANCING:

This request will not cause a financial impact to the County of Tulare general fund.

LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:

The County's five-year strategic plan includes a Quality of Life component. The Department of Child Support Services is required to establish parentage and to establish and enforce child support obligations. Personal service of court documents is a legal requirement. Successful service of process allows the Department of Child Support Services to meet its obligation to the citizens of Tulare County to obtain support for children.

ALTERNATIVES:

The Board could require a different option that might cause a lapse of service.

INVOLVEMENT OF OTHER DEPARTMENTS OR AGENCIES:

County Counsel has provided the appropriate review and sign-off.

ADMINISTRATIVE SIGN-OFF:

Debra Olvera
Department Head

Cc: Auditor/Controller
County Counsel
County Administrative Office (2)
Human Resources and Development

Attachment: 3 Contracts

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

IN THE MATTER OF APPROVING A) RESOLUTION NO. _____
ONE (1) YEAR EXTENSION FOR)
AGREEMENT #24825 FOR PROCESS) AGREEMENT NO. _____
SERVICES)

UPON MOTION OF SUPERVISOR _____, SECONDED BY
SUPERVISOR _____, THE FOLLOWING WAS ADOPTED BY THE
BOARD OF SUPERVISORS, AT AN OFFICIAL MEETING HELD _____
_____, BY THE FOLLOWING VOTE:

AYES:
NOES:
ABSTAIN:
ABSENT:

ATTEST: JEAN M. ROUSSEAU
COUNTY ADMINISTRATIVE OFFICER/
CLERK, BOARD OF SUPERVISORS

BY: _____
Deputy Clerk

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2. Authorized the Chairman of the Tulare County Board of Supervisors to sign the three copies of the agreement.