***Submit completed worksheet to:***

*Siskiyou County Clerk, 311 Fourth St., Rm 201, Yreka, CA 96097*

# **Agenda Worksheet**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Regular** | **[ ]**  |  | **Time Requested:** |  | **Meeting Date:** | **7/11/23** |
| ***OR*** |
| **Consent** | **[x]**  |  |
| **Contact Person/Department:** | **Dian Collier Agriculture** | **Phone:** | **841-4111** |
| **Address:** | **525 S. Foothill Dr, Yreka, CA 96097** |
| **Person Appearing/Title:** | **Jim Smith - Agricultural Commisssioner** |
| **Subject/Summary of Issue:** |
| Approve rate contract for Cannon Copier in the Agricultural Weed program building with UBEO West, LLC. (Formally Ray Morgan). The budget for fiscal year 2023/2024 requires adjustment to reduce costs for color copies on other machines and accommodate increasing permit needs the agriculture's noxious weed control program. UBEO is honoring the rates in the current contract which terminates on June 30, 2024, while extending our agreement 2 more years and locking in lowest rates possible from Fiscal year 2024-2025 thru Fiscal Year 2025-2026, This copier is owned by the Siskiyou County Department of Agriculutre, this contract is for copy useage only.  |
| **Financial Impact:** |
| **NO** | [ ]  | *Describe why no financial impact:*       |
| **YES** | [x]  | *Describe impact by indicating amount budgeted and funding source below* |
| Amount: | 0.01 |  |  |  |  |
| Fund:  | 1001 |  | Description: | General Fund | Org.: | 206010 | Description: | Agriculture |
| Account: | 717000 |  | Description: | Maintenance of EDE |  |
| Activity Code:  |       |  | Description: |       |  |
| Local Preference: YES [ ]  NO [ ]  |
| For Contracts – *Explain how vendor was selected:*       |
|       |
| Additional Information: |   |
|       |
| **Recommended Motion:** |
| Approve rate contract for UBEO West, LLC for the Cannon copier extending the contract term for 2 years for the Agriculture's Noxious Weed program.  |
| **Reviewed as recommended by policy:** |  | ***Special Requests*:** |
| County Counsel |       |  |  |
|  |  |  | *Certified Minute Order(s)* |       | *Quantity:* |       |
| Auditor |       |  |  |  |  |  |
|  |  |  |  |  |  |
| Personnel |       |  | *Other:* |       |
| CAO |       |  |       |

***NOTE: For consideration for placement on the agenda, the original agenda worksheet and backup material must be submitted directly to the Board Clerk (after reviewing signatures have been obtained) by 10:00 a.m. on the Monday the week prior to the Board Meeting.*** Revised 8/09/2021