# **AGENDA WORKSHEET**

***Submit completed worksheet to:***

*Siskiyou County Clerk, 311 Fourth St, Yreka, CA 96097*

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Regular** |  |  | **Time Requested:** | **5 min** | **Meeting Date:** | **5/7/2024** |
| ***OR*** |
| **Consent** | **X** |  |
| **Contact Person/Department:** | **Gary Sams, Siskiyou Modoc Regional DCSS** | **Phone:** | **841-2965** |
| **Address:** | **1215 S Main St., Yreka, CA 96097** |
| **Person Appearing/Title:** | **Gary Sams, Director** |
| **Subject/Summary of Issue:** |
| Siskiyou Modoc Regional Department of Child Support Services (SMRDCSS) is requesting permission to enter into a new lease agreement with Kelley Create for two new Xerox AltaLink C8155 H2 networked copier/printer/fax machines. We have ended our current lease for two older machines and will be replacing them with these newer machines. New lease term is May 2024-April 2029 for a total of $32,362.20 for lease of equipment and up to $12,000 for copy costs over lease term. |
| **Financial Impact:** |
| **NO** |  | *Describe why no financial impact:*       |
| **YES** | X | *Describe impact by indicating amount budgeted and funding source below* |
| Amount: | 32,362.20 |  |  |  |  |
| Fund:  | 1008 |  | Description: | Child Support  | Org.: | 201110 | Description: | Child Support |
| Account: | 725000 |  | Description: | Rents of Equip |  |
| Activity Code:  | 200 |  | Description: |       |  |
| Amount: $12,000 |
| Fund 1008 Description Child Support Org 201110 Description: Child Support  |
| Account: 717000 Description Maintenance of Equipment |
| Activity Code: 200 Description |
| Local Preference: YES [ ]  NO [x]  |
| For Contracts – *Explain how vendor was selected:* State or Local Government negotiation contract |
|       |
| Additional Information: | Total amount of lease $32,360.20 , total cost of copies over term NTE $12,000 |
|       |
| **Recommended Motion:** |
| The Board approve the new lease agreement between Kelley Create and County of Siskiyou (SMRDCSS). |
| **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 12:00 p.m. on the Wednesday prior to the Board Meeting.*** Revised 1/15/15