***Submit completed worksheet to:***

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

# **Agenda Worksheet**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Regular** | **[ ]**  |  | **Time Requested:** |  | **Meeting Date:** | **6/18/24** |
| ***OR*** |
| **Consent** | **[x]**  |  |
| **Contact Person/Department:** | **Mary Ann Hall, District Attorney** | **Phone:** | **8131** |
| **Address:** | **311 Fourth Street Room 204, Yreka, CA 96097** |
| **Person Appearing/Title:** |  |
| **Subject/Summary of Issue:** |
| Addendum to increase funding of contract between Siskiyou County District Attorney and Karpel Solutions for case management software rate increase and to add new services for Discovery and eSubpoena and extend the term to June 30, 2027.  |
| **Financial Impact:** |
| **NO** | [ ]  | *Describe why no financial impact:*       |
| **YES** | [x]  | *Describe impact by indicating amount budgeted and funding source below* |
| Amount: | Rate .01 |  |  |  |  |
| Fund:  | 1006 |  | Description: | DA Public Admin | Org.: | 201160 | Description: | District Attorney |
| Account: | 723000 |  | Description: | Professional Ser |  |
| Activity Code:  |       |  | Description: |       |  |
| Local Preference: YES [ ]  NO [ ]  |
| For Contracts – *Explain how vendor was selected:*       |
|       |
| Additional Information: |       |
|       |
| **Recommended Motion:** |
| Approve Fourth Addendum to increase funding of contract between Siskiyou County District Attorney and Karpel Solutions for case management system software, eDiscovery software, and External Agency eSubpoena software in a rate agreement extending the term to June 30, 2027.  |
| **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