

**1st ADDENDUM TO CONTRACT FOR SERVICES
BY INDEPENDENT CONTRACTOR**

THIS 1st ADDENDUM is to that Contract for Services entered into on August 10, 2021, by and between the County of Siskiyou (“County”) and Print N Mail, Inc. (“Contractor”) and is entered into on the date when it has been both approved by the Board and signed by all other parties to it.

WHEREAS, the Contract expired on June 30, 2024, and services continued to be required after that date; and

WHEREAS, the parties desire to extend the term of the Contract;

WHEREAS, the cost of services to be provided under the Contract is expected to exceed the amount provided in the Contract; and

WHEREAS, the parties desire to increase the amount of compensation payable under the Contract.

NOW THEREFORE, THE PARTIES MUTUALLY AGREE AS FOLLOWS:

Paragraph 1.01 of the Contract for Services shall be amended to extend the term of the Contract through June 30, 2027.

Paragraph 4.01 of the Contract, Compensation, shall be amended to add an additional Seventy-Five Thousand and No/100 Dollars (\$75,000.00), not to exceed Twenty-Five Thousand and No/100 Dollars, (\$25,000.00), annually for three years, and to increase the compensation payable under the Contract to an amount not to exceed One Hundred Forty-One Thousand and No/100 Dollars, (\$141,000.00).

All other terms and conditions of the Contract shall remain in full force and effect.

(SIGNATURES ON FOLLOWING PAGE)

IN WITNESS WHEREOF, County and Contractor have executed this 1st addendum on the dates set forth below, each signatory represents that they have the authority to execute this agreement and to bind the Party on whose behalf their execution is made.

COUNTY OF SISKIYOU

Date: _____

MICHAEL N. KOBSEFF, CHAIR
Board of Supervisors
County of Siskiyou
State of California

ATTEST:
LAURA BYNUM
Clerk, Board of Supervisors

By: _____
Deputy

Date: 1/24/2024

Date: 7-26-2024

CONTRACTOR: Print N Mail, Inc.

Gary D Meeks
Gary D. Meeks, President/CEO

Ron Castka
Ron Castka, Vice President/COO

License No.: N/A

(Licensed in accordance with an act providing for the registration of contractors)

Note to Contractor: For corporations, the contract must be signed by two officers. The first signature must be that of the chairman of the board, president or vice-president; the second signature must be that of the secretary, assistant secretary, chief financial officer or assistant treasurer. (Civ. Code, Sec. 1189 & 1190 and Corps. Code, Sec. 313.)

TAXPAYER I.D. 62-1699985

ACCOUNTING:

Fund	Org	Acct	FY21-22	FY22-23	FY23-24	FY24-25	FY25-26	FY26-27
1001	102030	723000	\$22,000	\$22,000	\$22,000	\$25,000	\$25,000	\$25,000

Encumbrance number (if applicable):

If not to exceed, include amount not to exceed: **\$141,000.00**

If needed for multi-year contracts, please include separate sheet with financial information for each fiscal year.

EXHIBIT A

Services:

Pursuant to this Contract, **Contractor, Print N Mail, Inc.**, shall provide to **County** services with respect to producing, folding, stuffing and mailing the County's tax statements or other forms as requested. Property tax bill forms will be provided to **Contractor** by **County** and mailing shall be done as specified by **County**.

Contractor agrees to receive an electronic file of certain names and addresses, plus certain other information, to be specified by **County**. This information will arrive by delivery service determined by **County**. These services shall commence on **August 10, 2024**.

Compensation:

County shall pay **Contractor** for the estimated postage needed at the time the mail pieces are ready for delivery to the USPS based on the prior year's actual postage used. **Contractor** will invoice **County** for the estimated postage which can be audited by the Postage Used Report from the prior year.

This contract shall accommodate a yearly amendment for postage increases. Any increase in the **Contractor** Piece Rate will be only the increase associated with a postage hike by the USPS.

County shall pay to **Contractor** as compensation the balance owed after postage for all services performed by **Contractor** pursuant to this Contract, an estimated amount not to exceed Twenty Five Thousand and No/100 Dollars, (\$25,000.00), annually for three years, which equates to a total for this addendum of Seventy Five Thousand and No/100 Dollars, (\$75,000.00), and a total not to exceed amount of One Hundred Forty One Thousand and No/100 Dollars, (\$141,000.00), for the total term of this Contract.

The cost for these services is as follows:

Piece Rate:

Statement up to one ounce	\$.73
Statements over one ounce	\$.27 plus postage
Preprinted CORTAC Tax Statement	\$.06 per statement

Includes:

Printing/Folding/Inserting/Delivery
#10 Envelope (outgoing envelope)
#09 Envelope (response envelope)
Postage First Class, Automation Compliant, CASS Certified
IMB (intelligent mail bar code) for each address

Other:

Foreign Postage - \$.27 plus postage
Special Return Items – shipping and handling