***Submit completed worksheet to:***

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

# **Agenda Worksheet**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Regular** | **[ ]**  |  | **Time Requested:** | **5** | **Meeting Date:** | **02/18/2025** |
| ***OR*** |
| **Consent** | **[x]**  |  |
| **Contact Person/Department:** | **Jessica Skillen** | **Phone:** | **530-842-8272** |
| **Address:** | **190 Greenhorn Road** |
| **Person Appearing/Title:** | **Joy Hall - Director of General Svc** |
| **Subject/Summary of Issue:** |
| Approve a contract with Paradigm Software LLC. to deliver and manage transactional and payment operations for both the Oberlin Road and Black Butte Transfer Stations. This agreement is set to start with the date of acceptance by the board and will be renewed annually, and will remain in effect unless Siskyou County chooses to terminate.  |
| **Financial Impact:** |
| **NO** | [ ]  | *Describe why no financial impact:*       |
| **YES** | [x]  | *Describe impact by indicating amount budgeted and funding source below* |
| Amount: | $49104.70 |  |  |  |  |
| Fund:  | 5350 |  | Description: | Sanitation | Org.: | 404010 | Description: | Sanitation |
| Account: | 723000 |  | Description: | Prof. Services |  |
| Activity Code:  |       |  | Description: |       |  |
| Local Preference: YES [x]  NO [ ]  |
| For Contracts – *Explain how vendor was selected:*       |
|       |
| Additional Information: | Licensing, Customization and Implementation Fees: $39,990.70 (Initial Costs) |
| Annual Support and WeighPay Services Fees: $9,114 total (Annual Costs) |
| **Recommended Motion:** |
| Approve the contract with Paradigm Software to manage the transactional and payment operations for both the Oberlin Road and Black Butte Transfer Stations.  |
| **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