



*County of Nevada ~
Office of the Treasurer & Tax Collector*

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NEVADA COUNTY BOARD OF SUPERVISORS
Board Agenda Memo

MEETING DATE: July 17, 2018
TO: Honorable Board of Supervisors
FROM: **Tina M. Vernon, Treasurer & Tax Collector**
SUBJECT: Resolution Authorizing the Board of Supervisor's to execute Personal Services Contract with Mailing Systems, Inc. for the printing and mailing of County tax bills.

RECOMMENDATION: Adopt the Contract.

FUNDING: Funding is included in the 2018-2019 Treasurer & Tax Collector Budget.

BACKGROUND:

The Tax Collector's Office is responsible for the billing and collecting of over \$200M in Nevada County property related taxes annually. Since 2009, Mailing Systems, Inc. has provided for the printing and mailing of over 70,000 tax bills annually. Under this agreement, the Contractor will continue to provide printing and mailing services including the layout and delivery of tax bills and associated costs of printing, mailing and processing. The contract term is July 1, 2018 through June 30, 2019 with a maximum contract amount of \$38,000.

Item Initiated and Approved by: Tina M. Vernon

Submittal Date: July 3, 2017