



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

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NEVADA COUNTY BOARD OF SUPERVISORS
Board Agenda Memo

MEETING DATE: June 13, 2017

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 2017-2018 Treasurer & Tax Collector Budget.

BACKGROUND:

Mailing Systems, Inc. has provided for the printing and mailing of County tax bills since 2009. This contract has normally been processed through a Purchasing Contract as the amount of the contract rarely exceeded \$25,000. For the last two years, we have had to amend the contract above the \$25,000 limit due to the increased number of tax bills being processed and some special processing that was required when we implemented our remittance processing system. This contract takes into account the increased volume of supplemental bills expected as well as the increase in postage rates. The contract term is July 1, 2017 through June 30, 2018 with a maximum contract amount of \$33,000.

Item Initiated and Approved by: Tina M. Vernon

Submittal Date: May 30, 2017