



County of El Dorado

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Legislation Text

File #: 12-0630, **Version:** 1

Child Support Services recommending the Board approve the continuation of the following perpetual Agreements for Fiscal Year 2012-13 for the Revenue Recovery Division:

- 1) Agreement No. 415-S0611 with Columbia Ultimate Business Systems (CUBS) for collection software licenses and support; and
- 2) Memorandum of Understanding (MOU) No. 032-M1011 with the Superior Court of California, County of El Dorado.

FUNDING: Charges for collection services for Superior Court and County Departments.

Fiscal Impact/Change to Net County Cost:

No Change to Net County Cost. The Department's FY 2012-13 budget includes appropriations for the CUBS agreement and reflects estimated revenue from the MOU with the Superior Court. The payment for the CUBS agreement is estimated at \$14,237. Revenues from the Superior Court MOU are estimated at \$486,130.

Background:

Agreement 415-S0611 was initially approved by the Board on August 15, 2006 when the Revenue Recovery Division was assigned to the Treasurer/Tax Collector. The Department of Child Support Services, Revenue Recovery Division, desires to continue to utilize software from CUBS which is critical to the continuation of the collection operations for El Dorado County. The agreement with CUBS provides ongoing maintenance and support for equipment, software licensing, and collection services.

The MOU with the Superior Court was initially approved by the Board on September 15, 2009. The MOU provides for ongoing comprehensive collection activities pursuant to California Penal Code Section 1463.007. The MOU outlines the responsibilities of the County and the Superior Court regarding revenue recovery activities.

Reason for Recommendation:

The Department is bringing this matter before your Board pursuant to BOS policy C-17, "Procurement", Section 4.5 which states that "Departments must obtain authorization from the Board of Supervisors, initially, and on an annual basis, to utilize any contract that does not have a stated term," and to seek authorization for the Purchasing Agent to encumber funds for FY 2012-13 payments required under the CUBS agreement.

Continuation of the agreement with CUBS is critical to the operation of the Department of Child Support - Revenue Recovery Division and successful collection of revenues for County departments.

The Superior Court and the Department of Child Support Services, Revenue Recovery Division, desire to continue the services under the current MOU. The Superior Court compensates the County for services provided in an amount equal to the direct costs incurred plus a 10% indirect cost

allowance for the Comprehensive Collection Program, and currently 13% of the civil fees collected.

Action to be taken following Board approval:

1. Procurement and Contracts shall encumber funds for the CUBS agreement.
2. Child Support Services shall continue to administer the CUBS agreement and process payments upon receipt and approval of invoices.
3. Child Support Services and the Superior Court shall continue to maintain all records and documentation in accordance with State law governing criminal case collections.

Contact: Laura D. Roth, Director, Department of Child Support Services

Concurrences: County Counsel and Risk Management reviewed both the Agreement and the MOU prior to initial Board approval and execution.