



## Legislation Text

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**File #:** 21-1097, **Version:** 1

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Child Support Services recommending the Board approve the continuation of the following perpetual agreements:

- 1) Agreement 3276 with West Publishing for the use of Dissomaster software for calculating child support obligations for a not-to-exceed amount of \$550 in FY 2021-22; and
- 2) Agreement 3113 with Stamps.com for postage meters and software for a not-to-exceed amount of \$450 in FY 2021-22.

**FUNDING:** State and Federal Child Support funds.

### **DISCUSSION / BACKGROUND**

In reviewing the above items that were previously entered as subscriptions, it was determined that they would qualify as perpetual agreements. Board of Supervisors Policy C-17, Section 4.5, Contract Term, requires departments to obtain authorization from the Board of Supervisors, initially, and on an annual basis, to use any contract that does not have a stated agreement term. The terms of service for each above mentioned perpetual agreement are included as attachments.

Since the implementation of FENIX, each perpetual agreement must have a change order executed to allocate funding for payments in the upcoming fiscal year. This matter is intended to apprise the Board of the perpetual agreements listed above, and recommend the Board authorize the Purchasing Agent to post a change order for each ongoing perpetual agreement to ensure availability of funding in FY 2021-22.

The Dissomaster software provided by West Publishing is used by public and private attorneys for calculating child support obligations. It is the primary tool used by private attorneys and the courts for determining child support amounts and is the preferred tool for calculating additional child support obligations on court orders that require additional support when the person paying support receives bonuses or commissions. The price for this software is \$44.50 per month. The Department is requesting a total not-to-exceed amount of \$550.

The Stamps.com agreement allows for the use of a Stamps.com postal meter and online software for printing postage at a cost of \$17.99 per month per meter. Child Support Services has a meter at the Shingle Springs office and at the South Lake Tahoe office, bringing the total monthly cost to \$35.98. The Department is requesting a total not-to-exceed amount of \$450.

### **ALTERNATIVES**

If the Board chooses not to approve these agreements the Department will not be able to continue use of these services and will need to seek alternative methods for meeting these needs, in addition to associated costs.

### **PRIOR BOARD ACTION**

N/A

**OTHER DEPARTMENT / AGENCY INVOLVEMENT**

N/A

**CAO RECOMMENDATION / COMMENTS**

Approve as recommended.

**FINANCIAL IMPACT**

Sufficient funds are available in the Child Support budget. There is no General Fund cost associated with the agreements.

**CLERK OF THE BOARD FOLLOW UP ACTIONS**

N/A

**STRATEGIC PLAN COMPONENT**

Good Governance

**CONTACT**

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