



General Services Agency

COUNTY OF TULARE AGENDA ITEM

BOARD OF SUPERVISORS

LARRY MICARI
District One

PETE VANDER POEL
District Two

AMY SHUKLIAN
District Three

EDDIE VALERO
District Four

DENNIS TOWNSEND
District Five

AGENDA DATE: May 9, 2023

Public Hearing Required	N/A
Scheduled Public Hearing w/Clerk	N/A
Published Notice Required	N/A
Advertised Published Notice	N/A
Meet & Confer Required	N/A
Budget Transfer (Aud 308) attached	N/A
Personnel Resolution attached	N/A
Agreement(s) attached	Yes

CONTACT PERSON: Maria Benavides-Lopez PHONE: 5592051124

SUBJECT: Amendment to Agreement No. 28694 with Central Valley Business Forms, Inc.

REQUEST(S):

That the Board of Supervisors:

1. Approve an amendment to Agreement No. 28694 with Central Valley Business Forms, Inc. to extend the term effective July 1, 2023, to June 30, 2026.
2. Authorize the Chairman to sign the amendment to agreement.

SUMMARY:

On June 26, 2018, the Board approved Agreement No. 28694 with Central Valley Business Forms, Inc. (CVBF) to provide printing and type-setting services to the County. CVBF's specialty printing services include promotional products, apparel, large format printing, custom printed orders, trade show displays, business cards, decals, and specialty envelopes. County departments access these services through the Print & Mail Division of the General Services Agency.

The current contract with CVBF is set to expire June 30, 2023. The contract stipulates an option to renew for an additional three (3) year period by mutual written consent.

The original agreement was approved as to form by County Counsel on June 5, 2018, and by the Board of Supervisors on July 1, 2018. There are no substantive deviations from the standard County boilerplate identified in the original agenda item. The proposed second amendment to the agreement does not include any additional deviations from the standard County boilerplate. There are no other changes to this agreement.

As such, it is requested the Board approve an amendment to exercise the second renewal option to Agreement No. 28694 to extend the term of the contract effective July 1, 2023, through June 30, 2026. There are no other changes to this agreement.

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FISCAL IMPACT/FINANCING:

There is no Net County Cost to the General Fund. Print services are paid for by individual departments based on their requirements for service.

LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:

The County's Strategic Business Plan includes the Organizational Performance initiative to improve organizational effectiveness. The recommended Board action helps fulfill this initiative by allowing the Print shop to efficiently produce printing for customers without interruption of service.

ADMINISTRATIVE SIGN-OFF:

/s/Brooke Sisk

Brooke Sisk
General Services Agency Director

Cc: County Administrative Office

Attachments: Second Amendment to Agreement No 28694