

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

153A



FROM: Assessor-County Clerk-Recorder

SUBMITTAL DATE:
September 15, 2009

SUBJECT: Second Amendment to the Cooperative Agreement to Provide Records Storage & Retrieval Services for the City of Riverside

RECOMMENDED MOTION: That the Board of Supervisors approve the attached Second Amendment to the Cooperative Agreement.

BACKGROUND: The Records Management & Archives Program (RMAP) provides records storage and retrieval services to the City of Riverside under a cooperative agreement approved by the Board of Supervisors on June 27, 2006, Agenda Item 3.7.

Due to the closure of County of Riverside offices every Friday, a Second Amendment to the Cooperative Agreement for records storage and retrieval of City records was approved by the Riverside City Council to reflect new records delivery terms.

Larry W. Ward, Assessor-County Clerk-Recorder

FORM APPROVED COUNTY COUNSEL
 BY: TAWNY Y. LIEU
 DATE: 8/27/09
 Departmental Concurrence

FINANCIAL DATA	Current F.Y. Total Cost:	\$ 0	In Current Year Budget:	NA
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	NA
	Annual Net County Cost:	\$ 0	For Fiscal Year:	NA

SOURCE OF FUNDS:	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input type="checkbox"/>

C.E.O. RECOMMENDATION:

APPROVE

BY: Rob Rockwell

County Executive Office Signature

- Consent
- Policy
- Consent
- Policy

Dept Recomm.:
Per Exec. Ofc.:

Prev. Agn. Ref.: 6/27/06 #3.7 | District: | Agenda Number:

ATTACHMENTS FILED
WITH THE CLERK OF THE BOARD

3.11

1 **SECOND AMENDMENT TO COOPERATIVE AGREEMENT**
2 **FOR RECORDS STORAGE**
3 **COUNTY OF RIVERSIDE**
4

5 This Second Amendment to Agreement is made and entered into this 12th day of
6 August, 2009, by and between the CITY OF RIVERSIDE, a California Charter City and
7 municipal corporation (hereinafter "CITY"), and the COUNTY OF RIVERSIDE (hereinafter
8 "COUNTY"), with reference to the following facts:

- 9 A. WHEREAS, on October 22, 2001, City and County entered in that certain
10 Cooperative Agreement for Records Storage (hereinafter "Agreement"), where
11 County agreed to provide off-site storage and management services for the City
12 records storage needs; and
13 B. WHEREAS, on June 9, 2006, City and County executed a First Amendment to
14 Agreement extending the term, compensation and scope of services; and
15 C. WHEREAS, City and County desire to amend the Agreement to revise the Scope
16 of Services to incorporate the new delivery schedule due to the Friday closure of
17 the County facilities.

18 NOW THEREFORE, the parties hereto mutually agree as follows:

19 Section 7 of the Scope of Services is hereby amended to read as follows:

20 "7. Retrieval and/or refiling of file folders or boxes and delivery to/from a department
21 location is available. The following applies to requests initiated through the web-based
22 application and/or facsimile (see conditions below):

- 23 a. Requests for retrievals received by 4:00 p.m. Monday – Wednesday will
24 be delivered by 12:00 p.m. the next day at regular delivery rates.
25 b. Requests for retrievals received by 12:00 noon Monday – Wednesday will
26 be delivered by 4:00 p.m. the same day at regular delivery rates.
27 c. Requests for retrievals for delivery within 2 business hours will be at rush
28 delivery rates.

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- d. Any files requested on Thursday by 12:00 noon will be delivered by 4:00 p.m. Thursday as per original contract terms.
- e. Any files requested on Thursday after 12:00 noon and Friday will be delivered by noon the following Monday.
- f. Any files requested on Friday and required on Friday would be charged a Rush for delivery or a Priority if picked up.”

All terms and conditions of the Agreement and First Amendment, not inconsistent herewith, shall remain in full force and effect and are hereby incorporated in this Second Amendment to Agreement as though set forth in full.

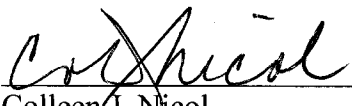
IN WITNESS WHEREOF, city and County have caused this Second Amendment Agreement to be duly executed on the day and year first above written.

CITY OF RIVERSIDE

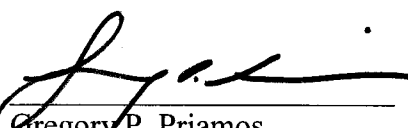
COUNTY OF RIVERSIDE, a public entity

By:  *MEH*
 Bradley J. Hudson
 City Manager

By: _____
 Title: _____

Attest: 
 Colleen J. Nicol
 City Clerk

Attest: _____

Approved as to Form:

 Gregory P. Priamos
 City Attorney

[01-2206.2]