

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

824



FROM: Assessor-County Clerk-Recorder/Records Management and Archives Program (RMAP)

SUBMITTAL DATE:
November 23, 2009

SUBJECT: Approval of the Rate Schedule for the Records Management and Archives Program (RMAP) for Fiscal Year 2010/2011 and rates for new services effective February 18, 2010.

RECOMMENDED MOTION: That the Board of Supervisors approve the rate schedule listed in Attachment A for Fiscal Year 2010/2011 for the internal service fund, Records Management and Archives Program.

BACKGROUND:

The rates for FY2010/2011 reflect the use of actual figures from FY2008/2009 as directed by the Executive Office Memorandum dated October 27, 2009. The rate schedule also includes providing new "Image on Demand" services for records stored in the County of Riverside Records Center. County Departments will have the option of retrieving the paper file or having it scanned and placed in a secured electronic folder accessible by authorized departmental personnel only. The rate schedule continues to support implementing and maintaining the General Records Retention Schedule (GRRS) and Departmental Records Retention Schedules (DRRS) in accordance with Board of Supervisors' Policy A-43. Overall, the approach for rate setting is in response to the program scope defined in of Board of Supervisors' Policy A-43, approved January 13, 2004.

cc: Auditor-Controller
County Executive Office

Larry W. Ward

Larry W. Ward
Assessor-County Clerk-Recorder

FINANCIAL DATA	Current F.Y. Total Cost:	\$ 0	In Current Year Budget:	No
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	No
	Annual Net County Cost:	\$ 0	For Fiscal Year:	2010-2011

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

C.E.O. RECOMMENDATION:

APPROVE
Jerry Norris
BY: _____
Jerry Norris

County Executive Office Signature

FISCAL PROCEDURES APPROVED
 ROBERT E. BYRD, AUDITOR-CONTROLLER
 BY: *Robert E. Byrd*
 Russell Dominick
 12/10/09
 Departmental Concurrence
 Dep't Recomm.: Consent Policy
 Per Exec. Ofc.: Consent Policy

**Assessor-County Clerk-Recorder
Records Management and Archives Program (RMAP)
FY2010/2011 Rate Schedule**

Service/Product	Description	FY 09/10	Unit	FY 10/11
Account changes	Changes to user accounts that are <u>not</u> part of the annual update of the authorization signature lists. These include password changes, transferring of accounts, adding or deleting personnel authorizations, cancelling, etc.	\$6.30	per change (flat rate)	\$6.30
Account notifications	Special and delinquent notifications to user accounts such as destruction authorizations overdue by 30 days or more. ¹	\$31.50	per notice (flat rate)	\$31.50
Account set-up & initial training	Creating new accounts, obtaining and processing authorizations and initial training (1.0 hr on-site). This applies to both new RMAP accounts and new RS-Web accounts.	\$85.00	each (flat rate)	\$85.00
DRRS-disposition extensions Initial work order submission	Department's request to extend the retention period for a records series on either their own BOS approved Department Records Retention Schedules (DRRS) or the County General Records Retention Schedule. Initial logging, analysis and verification of request. ¹	\$81.75	request (flat rate)	\$89.90
DRRS-disposition extensions Processing each records series	Department's request to extend the retention period for a specific box/file folder or container on either their own BOS approved Department Records Retention Schedules or the County General Records Retention Schedule. Processing, documenting, monitoring and maintaining requests. Includes submission to the BOS as required by BOS Policy A-43.	\$16.35	records series (flat rate)	\$17.95
DRRS-Step 1, New RRS Submission of Project Request	Receiving, documenting and tracking each DRRS. ¹	\$81.75	submittal (flat rate)	\$89.90
DRRS-Step 2, New RRS Setup project	Covers the initial meeting with each entity ² that is preparing to create a records retention schedule (RRS). The meeting will be to discuss the inventory of the records, the necessary on-site training in preparing the inventory, basic assistance in the classification of the records according to their function within the entity. Includes a separate 4-hour training session to address the entity's needs. ¹ Additional meetings required will be charged at the RM Professional Support rate.	\$981.00	submittal	\$1,078.80
DRRS-Step 3a, New RRS Review & Analysis by Archives/Records Analyst	Reviewing and analyzing the research completed by the submitting entity, 1 meeting with submitting county entity to clarify the records inventory & records series; review of the research and analysis done by the entity to ensure compliance to standards; up to 2 meetings as needed to finalize designations and prepare the RRS package for submittal to the RRR Committee. Includes: Reviewing preliminary paperwork; verifying and writing the records descriptions and creating the final DRRS. Additional meetings, special analysis or unanticipated work will be charged at the RM Professional Support rate.	\$81.75	records series	\$89.90
DRRS-Step 3b, RRS Review & Analysis by Archives/Records Analyst	Analyzing and verifying records series to the current General Records Retention Schedule (GRRS) whenever a new DRRS is initially submitted for review or records series are added to an existing DRRS.	\$44.95 Eff 2/18/2010	records series	\$44.95 Eff 2/18/2010
DRRS-Step 4, New RRS Coordinating review process by County RRR Committee	Coordinating RRR Committee's review, scheduling meetings and documenting correspondence, meetings, decisions and revisions required to finalize this review process. This meeting is the last step prior to submitting the RRS to the BOS. Coordinating the discussion and documenting the decisions made is critical to ensuring a legally defensible RRS. ¹	\$24.50	records series	\$26.95
DRRS-Step 5, New RRS Submitting to County BOS for approval	Processing of Form 11, posting DRRS on RMAP website. ¹	\$163.50	records retention schedule	\$179.80

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Records Management and Archives Program (RMAP)
FY2010/2011 Rate Schedule**

Service/Product	Description	FY 09/10	Unit	FY 10/11
DRRS-Step 6, Approved RRS Annual updates & maintenance for ALL BOS approved Department Records Retention Schedules	Annually RMAP will contact each county entity ³ that has an approved BOS DRRS. While the entity will be responsible for checking and verifying all legal codes, administrative and operational requirements related to their records, RMAP will be responsible for coordinating this review and applying the changes to the retention schedule. This also includes maintaining all backup documentation supporting the DRRS and maintaining the most current version on the RMAP website as required by Board Policy A-43. This will be a flat annual charge to those departments with BOS approved DRRS. Revised DRRS that must be resubmitted to the RRR Committee (DRRS, Step 4) and BOS (DRRS, Step 5) will be charged in accordance with the established fees for these services.	\$49.05	records series (Attach A, Pg 6)	\$53.90
DRRS-Step 7, Implementing w/i Records Center	Research, analysis and communication to Records Center customers for records stored at the Records Center under each Department's DRRS that are eligible for destruction. To ensure compliance with both fiscal and calendar year retention periods this analysis for each records series is performed at the end of each calendar year and fiscal year.	na	records series	\$17.95
GRRS-Part 1, Implementing w/i Records Center	Research, analysis and communication to Records Center customers for records stored at the Records Center that are eligible for destruction. To ensure compliance with both fiscal and calendar year retention periods this analysis for each records series is performed at the end of each calendar year and fiscal year.	\$16.35	records series	\$17.95
GRRS-Part 2, Implementing w/i County	GRRS training is necessary to ensure that all county departments receive the same comprehensive, implementation-focused instruction in order to establish a foundation for demonstrating that the disposition of official records took place as part of the good faith implementation of County mandated retention schedules. This training is required as part of the overall records management plan for the County and will emphasize the department's responsibility to implement a retention program according to Board of Supervisor's Policy A-43 and the documentation necessary to establish good faith compliance with the policy and the statutes it is intended to support. The annual training will also cover departments' other responsibilities under BOS Policy A-43. This fee is to cover the research and development costs of the training as well as the staff time required to formally deliver and document the training for each department.	\$1,145	per Dept (Attach A, Pg 7)	\$1,258.60
Imaging-Converting data/files to DVD; Basic DVD Work order	Researching, uploading, transferring to DVD indexes and images. Also includes quality control of required images. Shipping and handling are additional.	\$31.50	DVD	\$26.80
Imaging-Scanning of microfilm images	The scanning of microfilm. This includes job development, preparation of media, scanning, cropping of images, indexing, etc. Due to the unique requirements of each type of record and the various microfilm formats, a formal written cost proposal will be presented for each new job and quoted by the number of pages/images per hour.	\$63.00	hour	\$69.30
Imaging-Scanning of paper	The scanning of prepared letter and legal size paper. This includes job development, preparation of paper and media, scanning, cropping of images, indexing, etc. Due to the unique requirements of each type of record, a formal written cost proposal will be presented for each new job and quoted by the number of pages/images per hour.	\$63.00	hour	\$69.30
Microfilm-Master, 16mm E-transfer, conversion RI 1	The conversion of electronic images to 16mm silver master microfilm.	\$92.65	roll	\$92.65

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Service/Product	Description	FY 09/10	Unit	FY 10/11
Microfilm-Master, 16mm E-transfer, conversion, RI 2	The conversion of electronic images to 16mm silver master microfilm, 2nd master roll created simultaneously with the 1st master roll.	\$66.00 Eff 2/18/2010	roll	\$66.00 Eff 2/18/2010
Microfilm-Master, 16mm E-transfer, uploading/downloading	Uploading and downloading electronic images for conversion to 16mm silver master microfilm.	\$63.00	hour	\$69.30
Microfilm-Master Processing, 16mm x 131'	The development of the Master microfilm roll.	\$24.75	roll	\$24.75
Microfilm-Master Processing, 16mm x 215'	The development of the Master microfilm roll.	\$40.50	roll	\$40.50
Microfilm-Master Processing, 35mm x 100'	The development of the Master microfilm roll.	\$27.00	roll	\$27.00
Microfilm-Microfiche Diazo Duplicate, 4" x 6"	Diazo microfilm duplicate of original microfiche master. Also referred to as the working copy.	\$0.70	each	\$0.70
Microfilm-Microfilming of non-standard size paper	The microfilming of prepared non-standard size paper.	\$63.00	hour	\$69.30
Microfilm-Microfilming of standard size paper	The microfilming of prepared letter and legal size paper with a minimum charge of 1,500 pages per 16mm roll of microfilm.	\$0.054	page	\$0.06
Microfilm-Paper Prints Per Page	Hard copy paper prints made from microfilm - changed to materials only in FY2010/2011	\$0.45	page	\$0.07
Microfilm-Paper Prints Work Order	Hard copy paper prints made from microfilm. This includes the first 10 minutes of research labor and the first 5 pages. Additional researchhand prints required will be billed at the RM Technical Support Rate.	\$10.75	Work Order	\$9.30
Microfilm-Roll film Diazo Duplicating, 16mm X 100/131' roll film	Diazo microfilm duplicate of original camera 16mm roll film master. Also referred to as the working copy.	\$13.35	roll	\$13.35
Microfilm-Roll film Diazo Duplicating, 16mm X 215' roll film	Diazo microfilm duplicate of original camera 16mm roll film master. Also referred to as the working copy.	\$18.05	roll	\$18.05
Microfilm-Roll film Diazo Duplicating, 35mm X 100' roll film	Diazo microfilm duplicate of original camera 35mm roll film master. Also referred to as the working copy.	\$15.70	roll	\$14.55
Microfilm-Roll film Silver Duplicating, 16mm X 131' roll film	Silver microfilm duplicate of original camera 16mm roll film master. Also referred to as the intermediate copy or surrogate master.	\$25.50	roll	\$25.50
Microfilm-Roll film Silver Duplicating, 16mm X 215' roll film	Silver microfilm duplicate of original camera 16mm roll film master. Also referred to as the intermediate copy or surrogate master.	\$38.80	roll	\$38.80
Microfilm-Roll film Silver Duplicating, 35mm X 100' roll film	Silver microfilm duplicate of original camera 35mm roll film master. Also referred to as the intermediate copy or surrogate master.	\$31.75	roll	\$31.75

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Service/Product	Description	FY 09/10	Unit	FY 10/11
Records-Barcodes, custom	Creation of customized barcodes based on customer requirements. Includes developing, tracking, applying to filefolders, verifying and maintaining master list. This cost is included in Levels 2 & 3 of Indexing.	\$0.25	each	\$0.25
Records-Barcodes, standard	Creation of standard barcodes and applying to file folders and boxes	\$0.09	each	\$0.10
Records-Certified Destruction of microfilm: 1 cubic foot box	Certified Destruction of microfilm that is shredded on-site at the Records Center and witnessed by an RMAP technician.	\$16.50	box	\$16.50
Records-Certified Destruction of paper: 1 cubic foot box	Certified Destruction of paper that is shredded on-site at the Records Center and witnessed by an RMAP technician.	\$7.05	box	\$7.05
Records-Copies/Faxes of documents	Printing paper copies or faxing paper records.	\$0.45	each	\$0.50
Records-Delivery/Pickup/Access charge per item	Labor to process, track and document each item researched, retrieved, refilled and pulled by RMAP.	\$1.00	each	\$1.00
Records-Delivery/Pickup-Priority	Delivery and Pickup of records required within 4 business hours of the request.	\$21.70	trip	\$22.00
Records-Delivery/Pickup-Regular (Downtown)	Regular delivery and pickup of records from offices located in the downtown area of Riverside. Records requested by a specified time on Day one are normally delivered by close of business on Day two.	\$11.00	trip	\$11.00
Records-Delivery/Pickup-Regular (outside DT)	Delivery and Pickup of records from offices located outside the downtown area of Riverside.	\$21.70	trip	\$22.00
Records-Delivery/Pickup-Rush	Delivery and Pickup of records required within 1 to 2 business hours of the request.	\$40.00	trip	\$44.00
Records-Image on Demand; Initial Work Order Set-Up	Scanning files upon request from records stored in the Records Center. This includes the first 10 minutes of prepping the file to be scanned and scanning the pages up to 10 pages. Additional pages will be billed by page as noted in the rate schedule.	\$7.25 Eff 2/18/2010	Work Order	\$7.25 Eff 2/18/2010
Records-Image on Demand; Scanning PDF or TIF Automatic Feed	Scanning files upon request from records stored in the Records Center. Scanning costs for each additional page per file in excess of 10 pages using the automatic feed	\$0.07 Eff 2/18/2010	page	\$0.07 Eff 2/18/2010
Records-Image on Demand; Scanning using Flatbed Scanner	Scanning files upon request from records stored in the Records Center. Scanning for each additional page per file in excess of 10 pages that must be scanned using the flatbed scanner.	\$0.11 Eff 2/18/2010	page	\$0.11 Eff 2/18/2010
Records-Indexing of box upon receipt	Data entry of the contents for each box transferred to RMAP to include a general description of the records in the box, destruction date if known, close or ending dates and other descriptive information.	\$3.15	box	\$3.15
Records-Indexing of file folders, Level 1	Data entry of each file folder transferred to RMAP based on the retrieval requirements of each customer. Level 1 includes 1 field of information provided by the customer on the transfer documents.	\$1.65	file	\$1.65
Records-Indexing of file folders, Level 2	Data entry of each file folder transferred to RMAP based on the retrieval requirements of each customer. Level 2 includes 2 to 5 fields of information provided by the customer on the transfer documents.	\$1.95	file	\$1.95
Records-Indexing of file folders, Level 3	Data entry of each file folder transferred to RMAP based on the retrieval requirements of each customer. Level 3 includes 1 or more fields of information that is contained within each file folder on the documents.	\$2.45	file	\$2.45

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Service/Product	Description	FY 09/10	Unit	FY 10/11
Records-Indexing of import, Roll film only	Data entry of each file folder transferred to RMAP based on the retrieval requirements of each customer. Level 1 includes 1 field of information provided by the customer on the transfer documents or customized bar code.	\$0.90	each	\$1.00
Records-Retrieval, Filing, Refiling	Retrieval, filing and refiling of records - includes box, file folder or other similar unit. All requests are charged a minimum of one retrieval even if a request is submitted in error whereas a box or file folder had been previously retrieved or destroyed. Also, includes permanent removal of boxes and moving individual file folders from one location to another.	\$2.35	each	\$2.35
Records-RS-SQL web access	Secured RS-SQL web access.	\$15.25	user/IP address	\$19.10
Records-RS-SQL web access changes	Changes to RS-SQL user accounts such as url changes, password changes, transferring of accounts, etc. These changes must be coordinated and submitted to the ACR-IT Help Desk.	\$18.90	per change (flat rate)	\$18.90
Records-Storage, media - contracted off-site (60+ miles)	Specialized climate control secured storage of microfilm, cassette tapes, DVD's and CD's.	\$3.10	each	\$3.30
Records-Storage, media - contracted off-site (300 + miles)	Specialized climate control secured storage of microfilm for the County Recorder.	at cost + 8% admin fee	qtrly	at cost + 8% admin fee
Records-Storage, media on-site .5 cubic ft	Secured storage of microfilm, cassette tapes, DVD's and CD's at the Gateway and RC Annex facilities.	\$0.44	box	\$0.44
Records-Storage, open shelf filing; 1 linear ft	Secured storage of paper documents that require open shelf storage.	\$0.88	monthly	\$0.88
Records-Storage, paper 1 cubic ft	Secured storage of paper documents. Also includes documents that are scanned and microfilmed and waiting for customer approval after 30 days.	\$0.44	box	\$0.44
Records-Supply Services driver rate	Upon special request for a pickup or delivery of records. RMAP contracts with Supply Services to pickup and deliver pallets of boxes.	pass through cost	hour	pass through cost
Reports-Electronic up to 100 pages	Includes Destruction and Special Reports required in support of BOS Policy A-43 and special reports requested by customers. Provided in two formats (xls or pdf) depending on the type of request.	\$10.00	report	\$10.00
RM-Professional Support, Archives/Records Analyst	Professional records management analysis, one-to-one training and consulting, special projects, research assistance, etc.	\$81.75	hour	\$89.90
RM-Seminars/Workshops	Professional Records Management Classes. Cost per hour per person for each class.	\$32.00	chg per ws, per person	\$32.95
RM-Technical Support, Ongoing, Level 0	Records Management Technical Support for accounts with an annual (Fiscal Year) less than \$500. Covers the processing of Requests (i.e. Work Orders, Transfer lists, etc) and creating separate billings by work unit. Also includes annual updating of the authorized signature list, communicating with customers to correct errors, changes, cancellations, deletions or revisions on these requests.	n/a	Acct Annual	\$69.30
RM-Technical Support, Ongoing, Level 1	Records Management Technical Support for accounts with an annual (Fiscal Year) balance up of \$500 to \$5K. Covers the processing of Requests (i.e. Work Orders, Transfer lists, etc) and creating separate billings by work unit. Also includes annual updating of the authorized signature list, communicating with customers to correct errors, changes, cancellations, deletions or revisions on these requests.	\$12.60	Acct monthly	\$13.80

**Assessor-County Clerk-Recorder
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FY2010/2011 Rate Schedule**

Service/Product	Description	FY 09/10	Unit	FY 10/11
RM-Technical Support, Ongoing, Level 2	Records Management Technical Support for accounts with an annual (Fiscal Year) balance up to \$5K. Covers the processing of Requests (i.e. Work Orders, Transfer lists, etc) and creating separate billings by work unit. Also includes annual updating of the authorized signature list, communicating with customers to correct errors, changes, cancellations, deletions or revisions on these requests.	\$63.00	Acct monthly	\$69.30
RM-Technical Support, Ongoing, Level 3	Records Management Technical Support for accounts with an annual (Fiscal Year) balance up to \$5K. Covers the processing of Requests (i.e. Work Orders, Transfer lists, etc) and creating separate billings by work unit. Also includes annual updating of the authorized signature list, communicating with customers to correct errors, changes, cancellations, deletions or revisions on these requests.	\$126.00	Acct monthly	\$138.60
RM-Technical Support, RMAP RC-Technician	Records Center services for work not covered by flat rates.	\$63.00	hour	\$69.30
RM-Technical Support, RMAP DI Technician	Imaging and microfilming services to prepare, process, quality control and convert paper/electronic documents to another media format not covered by flat rates.	\$63.00	hour	\$69.30

Outside Rates (non-government)	Description	FY 09/10	Unit	FY 10/11
Imaging-Converting datafiles to DVD; Basic DVD Work order	Researching, uploading, transferring to DVD indexes and images. Also includes quality control of required images. Shipping and handling are additional.	\$26.85	DVD	\$23.60
Microfilm-Microfiche Diazo Duplicate, 4" x 6"	Diazo microfilm duplicate of original microfiche master. Also referred to as the working copy.	\$0.65	each	\$0.70
Microfilm-Roll film Diazo Duplicating, 35mm X 100' roll film	Diazo microfilm duplicate of original camera 35mm roll film master. Also referred to as the working copy.	\$10.85	roll	\$11.20
Packaging & Handling of Products	Diazo microfilm duplicate of original camera 35mm roll film master. Also referred to as the working copy.	\$9.75	pkg/ mailing	\$15.90

NOTE: Supplies are at cost plus 10% handling

**Records Management and Archives Program (RMAP)
 FY2010/2011 Rate Schedule
 DRRS Annual Review
 DRRS-Step 6, Approved County DRRS
 List of BOS Approved Departmental Records Retention Schedules**

Department / Agency	Division / Section	Schedule Number	Date approved by BOS	Agenda Number	# of Records Series (RS) on RRS	Cost per Records Series (RS) on RRS	Total Annual Cost
Assessor-County Clerk-Recorder (ACR)	County Clerk		1/23/2007	3.5	53	\$53.94	\$2,858.82
Assessor-County Clerk-Recorder (ACR)	Recorder		1/23/2007	3.5	60	\$53.94	\$3,236.40
Assessor-County Clerk-Recorder (ACR)	Assessor - Valuation, Title, Mapping, Assessment Services & Exemptions		1/23/2007	3.5	20	\$53.94	\$1,078.80
COCO - County Counsel	All Divisions / Sections	DRRS_COCO_2008_Rev01	12/16/2008	3.12	20	\$53.94	\$1,078.80
County Executive Office	All Divisions / Sections	DRRS_CEO_2009_Rev01	7/21/2009	3.6	18	\$53.94	\$970.92
CHA - Environmental Health	District Environmental Services		1/23/2007	3.5	7	\$53.94	\$377.58
CHA - Environmental Health	Environmental Resources Management / Land Use / Water Engineering		1/23/2007	3.5	5	\$53.94	\$269.70
CHA - Public Health	Children's Medical Services, Child Health Programs, California Children's Services		1/23/2007	3.5	11	\$53.94	\$593.34
CHA - Public Health	Clinic Management		1/23/2007	3.5	3	\$53.94	\$161.82
CHA - Public Health	Community Outreach		1/23/2007	3.5	5	\$53.94	\$269.70
CHA - Public Health	Disease Control / Administration		1/23/2007	3.5	1	\$53.94	\$53.94
CHA - Public Health	Disease Control / Communicable Diseases		1/23/2007	3.5	5	\$53.94	\$269.70
CHA - Public Health	Disease Control / Epidemiology & Program Evaluation		1/23/2007	3.5	1	\$53.94	\$53.94
CHA - Public Health	Disease Control / Healthy Children's Connection		1/23/2007	3.5	4	\$53.94	\$215.76
CHA - Public Health	Disease Control / HIV/AIDS		1/23/2007	3.5	3	\$53.94	\$161.82
CHA - Public Health	Disease Control / Immunization		1/23/2007	3.5	7	\$53.94	\$377.58
CHA - Public Health	Disease Control / Immunization Registry		1/23/2007	3.5	5	\$53.94	\$269.70
CHA - Public Health	Disease Control / Sexually Transmitted Diseases		1/23/2007	3.5	5	\$53.94	\$269.70
CHA - Public Health	Disease Control / Tuberculosis		1/23/2007	3.5	11	\$53.94	\$593.34
CHA - Public Health	Maternal, Child and Adolescent Health (MCAH)		1/23/2007	3.5	6	\$53.94	\$323.64
CHA - Public Health	Nutrition Services / Women, Infants, Children (WIC)		1/23/2007	3.5	7	\$53.94	\$377.58
CHA - Public Health	Special Services / Office of Industrial Hygiene		1/23/2007	3.5	6	\$53.94	\$323.64
CHR - Human Resources	All Divisions / Sections	DRRS_CHR_2008_Rev01	12/16/2008	3.12	50	\$53.94	\$2,697.00
Transportation and Land Management	Traffic Engineering Section	300-01	10/5/1999	2.13	12	\$53.94	\$647.28
Veteran's Services	Administration	581.1	9/10/2002	2.16	14	\$53.94	\$755.16
All DRRS approved prior to January			As Approved			\$53.94	\$0.00
					339		\$18,285.66

Note: Departments will be charged annually every March

**Records Management and Archives Program (RMAP)
FY2010/2011 Rate Schedule
GRRS Implementation within County Departments
GRRS-Part 2**

Org	Department / Agency	GRRS-Part 2	One Meeting w/ each Dept on-site includes travel	Research & Preparation	One Workshop for each Department	Additional Training, Workshops & RMAP Mtgs	Update, Review, Revisions Changes, BOS Approval	Total Hrs Per Dept
100	BOARD OF SUPERVISORS (including COB)	\$1,259	2.0	3.0	3.0	2.0	4.0	14.0
110	EXECUTIVE OFFICE	\$1,259	2.0	3.0	3.0	2.0	4.0	14.0
113	HUMAN RESOURCES	\$1,259	2.0	3.0	3.0	2.0	4.0	14.0
120	ACR	\$1,259	2.0	3.0	3.0	2.0	4.0	14.0
130	AUDITOR-CONTROLLER	\$1,259	2.0	3.0	3.0	2.0	4.0	14.0
140	TREASURER-TAX COLLECTOR	\$1,259	2.0	3.0	3.0	2.0	4.0	14.0
150	COUNTY COUNSEL	\$1,259	2.0	3.0	3.0	2.0	4.0	14.0
170	REGISTRAR OF VOTERS	\$1,259	2.0	3.0	3.0	2.0	4.0	14.0
190	ECONOMIC DEVELOPMENT AGENCY	\$1,259	2.0	3.0	3.0	2.0	4.0	14.0
270	FIRE PROTECTION	\$1,259	2.0	3.0	3.0	2.0	4.0	14.0
280	AGRICULTURAL COMMISSIONER	\$1,259	2.0	3.0	3.0	2.0	4.0	14.0
220	DISTRICT ATTORNEY	\$1,259	2.0	3.0	3.0	2.0	4.0	14.0
230	CHILD SUPPORT SERVICES	\$1,259	2.0	3.0	3.0	2.0	4.0	14.0
240	PUBLIC DEFENDER	\$1,259	2.0	3.0	3.0	2.0	4.0	14.0
250	SHERIFF	\$1,259	2.0	3.0	3.0	2.0	4.0	14.0
260	PROBATION	\$1,259	2.0	3.0	3.0	2.0	4.0	14.0
310	TRANSPORTATION & LAND MANAGEMENT AGENCY	\$1,259	2.0	3.0	3.0	2.0	4.0	14.0
410	MENTAL HEALTH	\$1,259	2.0	3.0	3.0	2.0	4.0	14.0
420	COMMUNITY HEALTH AGENCY (CHA)	\$1,259	2.0	3.0	3.0	2.0	4.0	14.0
430	RIVERSIDE CO. REGL. MEDICAL CENTER	\$1,259	2.0	3.0	3.0	2.0	4.0	14.0
510	DPSS AGENCY	\$1,259	2.0	3.0	3.0	2.0	4.0	14.0
520	DEPT. OF COMMUNITY ACTION	\$1,259	2.0	3.0	3.0	2.0	4.0	14.0
530	OFFICE ON AGING	\$1,259	2.0	3.0	3.0	2.0	4.0	14.0
540	VETERANS SERVICES	\$1,259	2.0	3.0	3.0	2.0	4.0	14.0
720	FACILITIES MANAGEMENT	\$1,259	2.0	3.0	3.0	2.0	4.0	14.0
730	PURCHASING	\$1,259	2.0	3.0	3.0	2.0	4.0	14.0
740	INFORMATION TECHNOLOGY	\$1,259	2.0	3.0	3.0	2.0	4.0	14.0
930	COUNTY PARKS AGENCY	\$1,259	2.0	3.0	3.0	2.0	4.0	14.0
		\$35,241	56.0	84.0	84.0	56.0	112.0	392.0

Org	Department / Agency	GRRS-Part 2
100	BOARD OF SUPERVISORS (including COB)	\$1,259
110	EXECUTIVE OFFICE	\$1,259
113	HUMAN RESOURCES	\$1,259
120	ACR	\$1,259
130	AUDITOR-CONTROLLER	\$1,259
140	TREASURER-TAX COLLECTOR	\$1,259
150	COUNTY COUNSEL	\$1,259
170	REGISTRAR OF VOTERS	\$1,259
190	ECONOMIC DEVELOPMENT AGENCY	\$1,259
270	FIRE PROTECTION	\$1,259
280	AGRICULTURAL COMMISSIONER	\$1,259
220	DISTRICT ATTORNEY	\$1,259
230	CHILD SUPPORT SERVICES	\$1,259
240	PUBLIC DEFENDER	\$1,259
250	SHERIFF	\$1,259
260	PROBATION	\$1,259
310	TRANSPORTATION & LAND MANAGEMENT AGENCY	\$1,259
410	MENTAL HEALTH	\$1,259
420	COMMUNITY HEALTH AGENCY (CHA)	\$1,259
430	RIVERSIDE CO. REGL. MEDICAL CENTER	\$1,259
510	DPSS AGENCY	\$1,259
520	DEPT. OF COMMUNITY ACTION	\$1,259
530	OFFICE ON AGING	\$1,259
540	VETERANS SERVICES	\$1,259
720	FACILITIES MANAGEMENT	\$1,259
730	PURCHASING	\$1,259
740	INFORMATION TECHNOLOGY	\$1,259
930	COUNTY PARKS AGENCY	\$1,259
		\$35,241

Note: Departments will be charged annually every October