

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



ITEM
3.11
(ID # 6013)

MEETING DATE:

Tuesday, January 23, 2018

FROM : ASSESSOR-COUNTY-CLERK-RECORDER:

SUBJECT: ASSESSOR CLERK-RECORDER: Ratify and approve Amendment No.2 to the Agreement for Offsite Paper Records Storage Services with Storetrieve, LLC., All Districts. [\$4,000,000 Total; \$2,000,000 annually - 100% County Department Budgets]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Ratify, approve and execute the Amendment No.2 for Offsite Paper Records Storage Services with Storetrieve, LLC, to increase the agreement by \$1,875,000 from \$125,000 to \$2,000,000 annually, to extend the agreement to June 30, 2019 as follows:

FY17/18 for an amount of \$2,000,000;

FY18/19 for an amount of \$2,000,000; and


2. Authorize the Purchasing Agent, in accordance with statutory limits, Ordinance No. 459, and the terms of the contract, and based on the availability of fiscal funding and as approved by County Counsel to: (a) sign amendments that do not change the substantive terms of the original Agreement.

ACTION: Policy

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Jeffries, seconded by Supervisor Ashley and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Tavaglione, Washington, Perez and Ashley
Nays: None
Absent: None
Date: January 23, 2018
xc: ACR, Purchasing

Kecia Harper-Ihem
Clerk of the Board
By 
Deputy

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FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$2,000,000	\$2,000,000	\$4,000,000	\$
NET COUNTY COST	\$	\$	\$	
SOURCE OF FUNDS: 100% County Departments			Budget Adjustment:	No
			For Fiscal Year:	17/18 - 18/19

C.E.O. RECOMMENDATION: Approve

Background:

To provide additional storage options and meet the demands for County departments, the County uses offsite paper storage and related services that meet the Records Storage Facilities Standard for secure paper records storage.

Riverside University Health System ("RUHS") has an increased demand for offsite storage of health records from the federally qualified health center locations and the hospital. RUHS will be utilizing this contract with Storetrieve, LLC in order to meet those needs. This increase, in addition to anticipated demand from other departments, will exceed the contracted amount for the current fiscal year. A new County Wide Request for Proposals will be issued by County Purchasing in July 2018 for services after July 2019.

Additional Fiscal Information

Fees paid from Department Budgets

FY17/18 Up to	\$2,000,000
FY18/19 Up to	\$2,000,000
Total	\$4,000,000

Contract History and Price Reasonableness

On behalf of the Assessor-Clerk Recorder, the Purchasing Department issued a formal Request for Propose (RFP) ASARC-065 for offsite paper records storage services in 2013. On July 16, 2013 (3-13) the Board of Supervisors approved the Agreement with Storetrieve for one year, with the option to renew annually for four additional years through July 31, 2018.

On August 27, 2015 Amendment No.1 was issued to the Agreement with Storetrieve for added services for climate controlled storage, file retrieval and refiling activities.

Amendment No. 2 extends the agreement from June 30, 2018 to June 30, 2019. All fees remain the same; there is no price increase on services provided.

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Stephanie Pasi 1/17/2018


Teresa Summers, Director of Purchasing 1/8/2018


Gregory F. Priamos, Director County Counsel 1/9/2018

COUNTY OF RIVERSIDE
AMENDMENT NO.2 TO THE AGREEMENT
WITH
STORETRIEVE, LLC

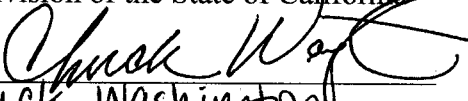
Original Contract Term:	July 16, 2013 through June 30, 2018
Contract Term Extended To:	July 1, 2018 through June 30, 2019
Effective Date of Amendment:	January 9, 2018
Original Annual Maximum Contract Amount:	\$125,000
Amended Annual Maximum Contract Amount:	\$2,000,000 (FY17/18 and FY18/19)
Contract ID:	RIVCO-97170-001-06/14

The Agreement between County of Riverside (COUNTY) and Storetrieve, LLC (CONTRACTOR), entered into as of July 16, 2013, with a first amendment on August 27 2015; is now amended as follows:

1. SECTION 2 "Period of Performance": Change to an expiration date of June 30, 2019.
2. SECTION 3 – COMPENSATION; Delete the first sentence of this section and replace with the following: The COUNTY shall pay the CONTRACTOR for services performed, products provided and expenses incurred in accordance with the terms of Exhibit B, Payment Provisions. Maximum payments by COUNTY to CONTRACTOR shall not exceed two million dollars (\$2,000,000) annually including all expenses, for (FY17/18) and (FY 18/19).
3. All other terms and conditions of the Agreement not modified herein shall remain unchanged.

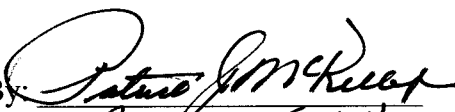
IN WITNESS WHEREOF, the Parties hereto have caused their duly authorized representatives to execute this Amendment.

COUNTY OF RIVERSIDE, a political subdivision of the State of California

By: 
Chuck Washington
Board of Supervisors

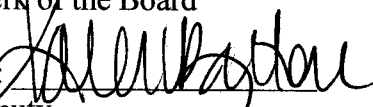
Dated: JAN 23 2018

STORETRIEVE, LLC

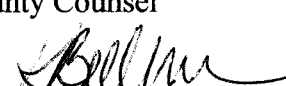
By: 
Name: PATRICK J. MCKELVEY
Title: Executive Vice President/Sales

Dated: 12-7-17

ATTEST:
Kecia Harper-Ihem
Clerk of the Board

By: 
Deputy

APPROVED AS TO FORM:
Gregory P. Priamos
County Counsel

By: 
Keshu Bell
Deputy County Counsel