

REQUEST FOR BOARD OF DIRECTORS ACTION

Date action is requested: 3/25/2020

Title: Motion 2020-10 to authorize approval of the 2020 Pierce County General Services expenditures.

Attachments: 2020 General Services Rate Sheet

Type of action: Motion

SUBMITTED BY: Janet Caviezel, Assistant Director - Administration

RECOMMENDATION: Motion to approve 2020 annual expenditures in the amount of \$88,210 for work performed by Pierce County General Services Department through an existing Memorandum of Understanding.

BACKGROUND: South Sound 911 currently has a Memorandum of Understanding with Pierce County General Services to provide Records Management, Routing & Delivery and Mail Processing Services. The 2020 Pricing Sheet has been provided and estimated annual expenditures for each service are as follows:

- Records Management (Storage and Retrieval of documents) \$80,000
- Routing & Delivery (Interoffice Mail) \$ 6,210
- Mail Processing and Postage \$ 2,000

2020 rates for Pierce County General Services reflect approximately a 1.5% increase.

ALTERNATIVES: Refer to Finance Committee for further review.

FINANCIAL IMPACT: \$88,210 for 2020, included in the 2020 budget.

Executive Director Review _____

