



BOARD OF SUPERVISORS
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Department Name: General Services
Department No.: 063
For Agenda Of: April 19, 2016
Placement: Administrative
Estimated Time: N/A
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors

FROM: General Services Matthew P. Pontes, Director, 560-1011
Director

Contact Info: Karen L. Miles, Assistant Director, 568-2678

SUBJECT: Approval of First Amendment to Iron Mountain Shredding Services Board Contract

County Counsel Concurrence

As to form: Yes

Other Concurrence: Risk Management

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- a) Approve and authorize the Chair to execute First Amendment (Attachment A) to the County's existing Board Contract with Iron Mountain BC 16163 (Attachment B) to incorporate Child Support Services' Exhibit D – Security Requirements and Protocols; and
- b) Find that the proposed First Amendment is not subject to California Environmental Quality Act (CEQA) pursuant to CEQA guidelines section 15378(b)(5) in that the Agreement involves an organizational or administrative activity of government that will not result in the direct or indirect physical change in the environment.

Summary Text:

The County executed an Agreement with Iron Mountain Shredding Services, Inc. on December 15, 2015 for shredding services for several county departments. Child Support Services has a State requirement to include Exhibit D: "Security Requirements and Protocols" in all of its contracts with vendors who may inadvertently access federal tax information.

Background:

Prior to the Board Contract being issued, Child Support Services had an annual purchase order agreement with Iron Mountain Shredding Services. Exhibit D was incorporated into these annual purchase order agreements. This action incorporates Exhibit D into newly executed Board Contract.

Fiscal and Facilities Impacts:

Budgeted: Yes

Narrative: There is no budget impact as a result of this action.

Special Instructions:

Direct the Clerk of the Board to forward one (1) original amendment and two (2) copies of the Certified Minute Order to Karen L. Miles, General Services Department.

Attachments:

Attachment A: First Amendment to Iron Mountain Board Contract BC16163

Attachment B: Iron Mountain Board Contract BC16163

Authored by:

Shirley Moore, Child Support Services
568-2329

cc: