

**COUNTY OF SONOMA
AGENDA ITEM
SUMMARY REPORT**

Clerk of the Board Use Only
Meeting Date **Held Until**
 / / / /
Agenda Item No: **Agenda Item No:**

Department: County Clerk/Recorder/Assessor

() **4/5 Vote Required**

Contact:
Vicki Petersen

Phone:
(707) 565-2583

Board Date:
08/25/2009

Deadline for Board Action:
08/25/2009

AGENDA SHORT TITLE: VitalChek Network, Inc.; Amendment to Agreement

REQUESTED BOARD ACTION: Authorize the County Clerk/Recorder/Assessor to approve a second amendment to the agreement for services with VitalChek Network, Inc. to include acceptance of credit card payments.

CURRENT FISCAL YEAR FINANCIAL IMPACT

EXPENDITURES

ADD'L FUNDS REQUIRING BOARD

Estimated Cost \$

Contingencies \$
(Fund Name:)

Amount Budgeted \$

Unanticipated Revenue \$
(Source:)

Other Avail Approp. \$
(Explain below)

Other Transfer(s) \$
(Source:)

Additional Requested: \$

Add'l Funds Requested: \$

Explanation (if required):

Prior Board Action(s):

01/31/2006 – Approve addendum to service agreement to provide Debit/ATM County payment transactions.

Alternatives - Results of Non-Approval:

Customers will not have the option to pay for services with credit cards.

Background: AMENDMENT TO CURRENT SERVICES ON FILE WITH THE CLERK

The Sonoma County Clerk/Recorder/Assessor has had a Certified Funds Transfer Services Agreement with VitalChek Network, Inc. since 1988. The agreement allows the public to pay for services using Debit/ATM cards at customer service counters and to pay for certified copies of birth, death and marriage certificates using credit cards over the internet using the VitalChek website.

VitalChek now has expanded their services to allow customers to complete transactions using major credit cards inside the office for a handling fee of \$2.50 per transaction, the same fee charged to customers using Debit/ATM cards. The amendment will expand the agreement to include credit card transactions in all references to Debit/ATM cards, with all other terms and conditions remaining the same.

Recommendation:

Authorize the County Clerk/Recorder/Assessor to execute the Second Amendment to Agreement for Services with VitalChek Network, Inc.

Attachments:

On File With Clerk: Second Amendment to Agreement for Services

CLERK OF THE BOARD USE ONLY

Board Action (If other than "Requested")

Vote: