



Meeting Date: 06/28/2011

ACTION	TYPE OF ITEM
<input type="checkbox"/> Approved Recommendation	<input checked="" type="checkbox"/> Info/Consent
<input type="checkbox"/> Ord. No(s). _____	<input type="checkbox"/> Report
<input type="checkbox"/> Res. No(s). _____	<input type="checkbox"/> Public Hearing (Info/consent)
<input type="checkbox"/> Other _____	<input type="checkbox"/> Other _____

Prepared By: Eden Alomeri, Asst. City Treasurer/Revenue Acctg. Manager Agenda Item No. **I-3**

Reviewed By: City Manager [Signature] City Attorney [Signature] Finance [Signature] Other (Specify) \_\_\_\_\_

**DATE:** June 14, 2011

**TO:** City Council

**FROM:** Eden Alomeri, Assistant City Treasurer/Revenue Accounting Manager  
City Treasurer's Office

**SUBJECT:** Second Amendment to Agreement for Utility Bill Printing, Inserting and Mailing Services

**RECOMMENDATION**

That City Council approve and authorize the Mayor to execute an amendment to the agreement between the City of Oxnard and CSG Systems, Inc. (Contract No. A-7192) for \$270,000 for utility bill printing, inserting and mailing services, resulting in a total contract amount of \$774,000.

**DISCUSSION**

CSG Systems, Inc is an Oxnard-based vendor that handles the printing, inserting and mailing of the City's utility bills. Bills are mailed daily, Monday-Thursday to approximately 40,000 customers each month. The current agreement expires on June 30, 2011. CSG Systems, Inc. agreed to extend the agreement for another year without changes to the cost of services.

**FINANCIAL IMPACT**

The estimated cost of \$72,000 for printing/inserting and \$198,000 for postage are included in the 2011-2012 recommended budget for City Treasurer-Customer Billing operating Fund (725-1211).

EA

Attachment 1: Amendment to Contract No: A-7192

Attachment 2: Contract No A-7192

**SECOND AMENDMENT TO AGREEMENT FOR UTILITY BILL PRINTING,  
INSERTING, AND MAILING SERVICES AND ASSIGNMENT OF AGREEMENT**

This Second Amendment ("Second Amendment") to the Agreement for Utility Bill, Printing, Inserting and Mailing Services and Assignment of Agreement ("Agreement") is made and entered into in the County of Ventura, State of California, this 14th day of June, 2011, by and between the City of Oxnard, a municipal corporation ("City") and CSG Systems, Inc. ("CSG"). This Second Amendment amends the Agreement entered into on June 23, 2009, by City and CSG. The Agreement previously has been amended on June 8, 2010, by a First Amendment.

City and CSG agree as follows:

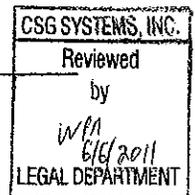
1. In Section 3, the date "June 30, 2011" is deleted and replaced by the date "June 30, 2012".
2. In Section 4, the amount set forth is increased from \$504,000 to \$774,000.
3. As so amended, the Agreement remains in full force and effect.

CITY OF OXNARD

CSG SYSTEMS, INC.

\_\_\_\_\_  
Dr. Thomas E. Holden, Mayor

\_\_\_\_\_  
*[Handwritten Signature]*



ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Daniel Martinez, City Clerk

\_\_\_\_\_  
Legal Department

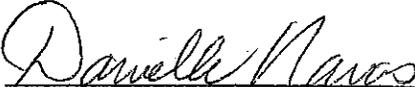
APPROVED AS TO FORM:

APPROVED AS TO INSURANCE:

\_\_\_\_\_  
Alan Holmberg, City Attorney

\_\_\_\_\_  
*[Handwritten Signature]*  
James Cameron, Risk Manager

APPROVED AS TO CONTENT:



Danielle Navas, City Treasurer

APPROVED AS TO AMOUNT:

Edmund F. Sotelo, City Manager