



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Linda Dippel, Child Support Services Director  
Date: March 3, 2015

Subject: Approve and Authorize Contract Amendment with Calserve, Inc.

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**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Director of Child Support Services, or designee, to execute a contract amendment with Calserve, Inc., to increase the total payment limit by \$4,000 to a new payment limit of \$103,000, to provide legal process services with no change in the term of January 1, 2014 through December 31, 2014.

**FISCAL IMPACT:**

The payment for legal process services will be fully funded by allocations from the Federal Government at 66% and State of California at 34%. There is no cost to the County.

**BACKGROUND:**

Federal law mandates that the Department of Child Support Services attempt to serve non-custodial parents within 60 days of filing a Summons and Complaint. Calserve, Inc. provides the legal process services which allow Department of Child Support Services to meet the federal requirement.

The final Calserve invoice was received after the contract expiration date. This adjustment will provide full funding for the existing contract obligations.

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☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **03/03/2015** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I  
Supervisor  
Candace Andersen, District II  
Supervisor  
Mary N. Piepho, District III  
Supervisor  
Karen Mitchoff, District IV  
Supervisor

ABSENT: Federal D. Glover, District V  
Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: March 3, 2015

David Twa, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Sarah Bunnell,  
925-313-4433

cc:



CONSEQUENCE OF NEGATIVE ACTION:

If this action were not approved, DCSS would not be able to adhere to the federal mandate regarding service of process.

CHILDREN'S IMPACT STATEMENT:

Legal process service is an integral part of the process in collecting support for Contra Costa County's children.