RECOMMENDED ACTION AND JUSTIFICATION:

Approve renewal of Liability Claims Administration Agreement with Freese & Gianelli.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

The current agreement with Freese & Gianelli will expire on June 30, 2004 and they are requesting a renewal to maintain the same service with the same existing fee schedule (please see attached letter). The County has had an on-going agreement with this firm since 1985 and their service has been very good.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Don’t renew the agreement and direct staff to go out and seek alternative administrator.

Financial Impact? ( ) Yes ( X ) No  Current FY Cost: $  Annual Recurring Cost: $
Budgeted In Current FY? ( ) Yes ( ) No ( ) Partially Funded

Amount in Budget: $  List Attachments, number pages consecutively
Additional Funding Needed: $  Letter from Freese & Gianelli
Source:
Internal Transfer
Unanticipated Revenue  4/5’s vote
Transfer Between Funds  4/5’s vote
Contingency  4/5’s vote
( ) General ( ) Other

CLERK’S USE ONLY:
Res. No.:  Ord. No.  
Vote – Ayes:  Noes:  
Absent:  
Approved

Minute Order Attached  No Action Necessary

The foregoing instrument is a correct copy of the original on file in this office.

Date:  
Attest:  MARGIE WILLIAMS, Clerk of the Board  
County of Mariposa, State of California  
By:  
Deputy

COUNTY ADMINISTRATIVE OFFICER:

Requested Action Recommended  No Opinion
Comments:

CAO:  

Revised Dec. 2002
May 19, 2004

Richard H. Inman
County Administrative Officer
County of Mariposa
P.O. Box 784
Mariposa, CA 95338

Re: Renewal Proposal
Liability Claims Administration Agreement
Period of July 1, 2004 through June 30, 2005

Dear Mr. Inman:

The liability claims administration agreement is due to expire June 30, 2004. I would like to submit a proposal to extend our agreement and continue to serve the County of Mariposa and your office.

Our proposal is to maintain the same service and continue with the same fee schedule as in previous years. Those fees are as follows:

<table>
<thead>
<tr>
<th>Services</th>
<th>$42.50 per hour</th>
</tr>
</thead>
<tbody>
<tr>
<td>Telephone</td>
<td>10.5% of services</td>
</tr>
<tr>
<td>Mileage</td>
<td>$.50 per mile</td>
</tr>
<tr>
<td>Stenography</td>
<td>$7.50 per page/$3.75 per half page</td>
</tr>
<tr>
<td>Office</td>
<td>25% of services</td>
</tr>
<tr>
<td>Photographs</td>
<td>$2.00 each</td>
</tr>
<tr>
<td>Cassette tapes</td>
<td>$1.50 each</td>
</tr>
<tr>
<td>Photocopy</td>
<td>$.50 per page/first 10, $.25 per page, thereafter</td>
</tr>
<tr>
<td>Reports/Outside information</td>
<td>At cost</td>
</tr>
<tr>
<td>Maximum Annual Fee</td>
<td>$30,000.00 (Agreement year)</td>
</tr>
<tr>
<td>Annual Administration Fee</td>
<td>$2,000.00</td>
</tr>
</tbody>
</table>
Richard H. Inman  
County Administrative Officer  
County of Mariposa

May 19, 2004  
Page 2

I appreciate the opportunity to submit this proposal and look forward to continued service to the County of Mariposa.

Very truly yours,

[Signature]

NEAL TROST, RPA  
Senior Vice President  
Claims Administrators  
ntrost@freeseandgianelli.com

NT: cjh
MARIPOSA COUNTY BOARD OF SUPERVISORS

MINUTE ORDER

TO: RICH INMAN, County Administrative Officer

FROM: MARGIE WILLIAMS, Clerk of the Board

SUBJECT: RENEWAL OF LIABILITY CLAIMS ADMINISTRATION AGREEMENT
Resolution No. 04-268

THE BOARD OF SUPERVISORS OF MARIPOSA COUNTY, CALIFORNIA,

ADOPTED THIS Order on June 8, 2004

ACTION AND VOTE:

Approval of the Consent Agenda (See End of the Minutes)

**BOARD ACTION:** Supervisor Bibby pulled item 1. (M)Stetson, (S)Bibby, the balance of the items were approved. The Clerk of the Board read the titles and ordinance numbers into the record for items 6 and 7. Chairman Parker advised that there is a change in the transfer of funds for item 13, but that it does not affect the overall action. He also advised that separate action will be taken on items 14 and 15 by the Local Transportation Commission. Ayes: Unanimous.

CA-1 Approve Renewal of Liability Claims Administration Agreement with Freese & Gianelli (County Administrative Officer); Res. 04-268, contingent on approval of agreement by the County Administrative Officer and County Counsel

cc: Tom Guarino, County Counsel
Ken Hawkins, Auditor
File