State of California

Board of Equalization
Administration Department—MIC: 69
Telephone: (916) 445-4272

Memorandum

To : Ramon J. Hirsig,
Executive Director

Date : April 27, 2010

From : Liz Houser, Deputy Director
Administration Department

Subject : ***APPROVAL OF CONTRACT OVER $1 MILLION***

Your approval is requested to place an Administrative Agenda item before the Board at the May 25, 2010 Board Meeting.

Routine renewal of Interagency Agreement that expires June 30, 2010:

- Interagency Agreement #10-051 – Dept. of Toxic Substance Control (DTSC)

Because this Agreement exceeds $1 million, Board Member approval is required. Attached is a short description of the services to be provided by this Agreement. Also attached is the draft of the 2010-11 Agreement with the DTSC.

With your approval, the Board Proceedings Division will place this item on the Public Agenda Notice and provide a copy of the attachments to each Board Member. If you have any questions or wish to discuss the Board's contracts further, please call me or have your staff call Chris Demes at 445-3498.

LH:kw

Attachments

Approved _____
Ramon J. Hirsig
Executive Director

BOARD APPROVED
At the _____Board Meeting

_____
Diane Olson, Chief
Board Proceedings Division

Board of Equalization
Proposed Contract
Over $1 Million

Contractor	Start Date	Expire Date	Estimated Total Cost	Purpose
Toxics Substances Control, Department of Contract # 10-051	7/1/2010	6/30/2011	$4,411,000	These services are provided by the Board of Equalization (BOE). The BOE administers the Hazardous Substances Tax Program for the Department of Toxic Substance Control (DTSC). (Routine Renewal) The services include the following: register taxpayers (hazardous waste generators, transporters and facilities); mail returns, deposit tax payments, follow up to obtain returns not filed; review filed returns, perform audits, assess fees, penalties and interest, collect amounts due; and provide periodic reports to the DTSC.