



CITY OF MERCED
678 WEST 18TH ST
MERCED CA 95340

Contract Submittal Routing Sheet - Internal Use Only

Page 1 of 1

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKAGES AND SHIPPING PAPERS.

SMARSH INC
PO BOX 8023
CAROL STREAM, IL 60197-8023

Contract # 597
Department INFORMATION TECH - BUSINESS
Type Svc Agrmt
Bonds in Lieu N
Fiscal Year 2024

VENDOR NUMBER	ESTIMATED START	ESTIMATED COMPLETION	EXPIRE DATE
988	04/17/2023	04/18/2024	

RFP DESCRIPTION	ADMINISTRATOR	VENDOR PHONE NUMBER
		971-295-6318

CONTRACT DESCRIPTION

PLATFORM-Professional Archive - SMG
Original Smarsh Contract [2023-12-20 11:08:31 6081CardozaJ]:

LINE #	YEAR	ACCOUNT	AMOUNT
1	2024	70084700 590004	\$27,401.64

Info Only

Clerk: 12/20/23 Insurance:  Finance: 12/20/23 City Manager: 12/21/23
we 12/21

Total Expended \$0.00
Total Open PO \$0.00
Total Open Requisition \$0.00
Total Contract Balance \$27,401.64
Total Liquidated Amount \$0.00
Total Revised \$27,401.64

TOTAL ORIGINAL \$27,401.64



Order Form (#Q-28400)(Service Account Number: 40967)

Client Information

Company	Name	City of Merced, CA		
	Address	678 W 18th St	City	Merced
	State	California	Zip	95340-4708
Technical Contact	Name	JR Wright	Title	IT Manager
	Phone	209-385-6959	Email	wrightj@cityofmerced.org
Billing Contact	Name	Jeff Bennyhoff	Title	Director of Information Technology
	Phone	2093856829	Email	bennyhoffj@cityofmerced.org
	Address	678 W 18th St	City	Merced
	State	California	Zip	95340-4708
Quote Date		01/03/2023	Quote Expiration	04/17/2023
Start Date		04/18/2023	Renewal Date	04/18/2024
Sales Executive		Shelby Phelan	Billing Frequency	Annual

Services and Fees

	Unit Price	Quantity	Contract Commitment
Smarsh Support		1	
Professional Support - Basic		1	
Professional Archive		1	
Platform - Professional Archive - SMG	\$ 700.00	1	\$ 700.00
Capture & Archive - Professional Archive	\$ 82.81	244	\$ 20,205.64
Premium Adj - Professional Archive	\$ 28.00	232	\$ 6,496.00
Recurring Subtotal			\$ 27,401.64
One-Time Subtotal			\$ 0.00
Notes	If Client uses more Connections than it has licensed, Smarsh will bill monthly for that use at \$6.90 per connection plus \$2.33 for each premium Connection.		



Terms & Conditions

On a date following the execution of this Order Form, Smarsh will provide Client with a license key for the Software or with login credentials to the applicable Service (“**Activation Date**”). Service Descriptions are available at www.smarsh.com/legal. The Services are subject to Smarsh Service Agreement-General Terms available at www.smarsh.com/legal/ServiceAgreement. The Services purchased by Client are also subject to the Information Security Addendum available at <https://www.smarsh.com/legal/InfoSec> and the following Service Specific Terms:

the Professional Archive Service Specific Terms available at <https://www.smarsh.com/legal/SSTProfessionalCloud>;
Mobile Channels Service Specific Terms available at <https://www.smarsh.com/legal/SSTMobileChannels>;
Twitter Service Specific Terms available at <https://www.smarsh.com/legal/SSTTwitter>;

The Smarsh Service Agreement – General Terms, the Information Security Addendum, the Service Specific Terms, and this Order Form are, collectively, the “**Agreement**.” The Initial Term of the Services shall begin on the date this Order Form is executed and continue for the Subscription Term specified above, unless Client is adding the above Services to an existing Service account, in which case, the above Services will sync to and co-terminate with Client’s existing subscription Term. The Services will be subject to renewals as specified in the Agreement.

For AT&T Mobility subscribers, your signature below represents your acceptance of the AT&T Wireless Terms and Conditions available at www.smarsh.com/legal/ATT as they apply to AT&T messages that are archived by Smarsh.

“**Archive Fees**” are the Fees charged for access to the Connected Archive (i.e., Professional Archive or Enterprise Archive). “**Capture & Archive Fees**” are the Fees that are charged for capture and archive of a bundle of Connections within the Professional Archive. “**Capture Fees**” are the per-Connection Fees that are charged for the capture of Connections by Connected Capture (i.e., Cloud Capture or Capture Server). “**Premium Adj. Fees**” are the additional Fees that are charged for capture of Connections from premium Channels. “**Set-up Fees**” are the one-time Fees that are charged to implement a Service. “**Professional Services Fees**” are the Fees charged for hourly, monthly, or flat rate professional services.

The Platform Fees, the Capture & Archive Fees, the Capture Fees, and the Premium Adj. Fees, as applicable, are invoiced on an annual, up-front basis or a monthly basis in arrears, as specified on page 1 of this Order Form. Client agrees that the Recurring Subtotal above is Client’s minimum commitment during each year or month, as applicable, of the Term. Smarsh will invoice Client for any usage over the minimum quantities at the applicable rate indicated in this Order Form.

Third Party API Usage. In the event that any Third-Party Service charges any API usage fees, service fees, or pass through costs to Smarsh that are (i) in connection with the Client’s use of the Services set forth in this Order Form and such Third Party Service, and (ii) Smarsh can reasonably demonstrate that such costs are directly allocated to the Client, Smarsh reserves the right to pass those costs along to the Client (“Third Party Fees”). Client agrees to pay all such Third-Party Fees when Smarsh invoices the Client for such fees, which will include a breakdown and description of each such cost.

If not priced above, data import, conversion (if applicable), and storage Fees for Client’s historical data and storage Fees for data from Connected Capture or other external capture mechanisms ingested into the Professional Archive are as follows:

Data Imports - One-time	\$10/GB
Import Data Conversion fees	\$3/GB
Data Storage – Annual	\$2.50/GB

Information about Smarsh data privacy compliance is available at www.smarsh.com/legal.



Purchase Order Information

Client to Complete:

Is a Purchase Order (PO) required for the purchase of the Services on this Order Form?

[]. No


[] Yes – Please complete below

PO Number:

PO Amount:

Upon signature by Client and submission to Smarsh, this Order Form shall become legally binding unless Smarsh rejects this Order Form for any of the following reasons: (i) changes have been made to this Order Form (other than completion of the purchase order information and the signature block); or (ii) the requested purchase order information or signature is incomplete; or (iii) the signatory does not have authority to bind Client to this Order Form.

Client authorized signature

By:  Name: Scott McBride
Title: City Manager Date: 12/21/23

APPROVED AS TO FORM:

 11/13/2023
City Attorney Date

ATTEST:
CITY CLERK

BY 
Assistant/Deputy City Clerk



Account Number: 70084700-590004

Amount: \$27,401.64

APPROVED BY: 
Finance Officer

FINANCE ENTRY	
Contract No:	597
Vendor Number:	988
Funds Available:	Funds available <i>xc 12/21/23</i>
	<i>FC 12/21/23</i>



CITY OF MERCED
678 WEST 18TH ST
MERCED CA 95340

Contract Submittal Routing Sheet - Internal Use Only

Page 1 of 1

SMARSH INC
PO BOX 8023
CAROL STREAM, IL 60197-8023

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKAGES AND SHIPPING PAPERS.

Contract #	597
Department	INFORMATION TECH - BUSINESS
Type	Svc Agrmt
Bonds in Lieu	N
Fiscal Year	2024

VENDOR NUMBER	ESTIMATED START	ESTIMATED COMPLETION	EXPIRE DATE
988	04/17/2023	04/18/2024	04/18/2045
RFP DESCRIPTION	ADMINISTRATOR	VENDOR PHONE NUMBER	
		971-295-6318	

CONTRACT DESCRIPTION

PLATFORM-Professional Archive - SMG

LINE #	YEAR	ACCOUNT	AMOUNT
--------	------	---------	--------

Original - Council 12/21/23
Amendment - Info Only

Clerk: 5/22/24 Insurance: / Finance: 5/28/24 City Manager: 5/30/24

WY
5/29

Total Expended	\$139.97
Total Open PO	\$0.00
Total Open Requisition	\$0.00
Total Contract Balance	\$27,261.67
Total Liquidated Amount	\$139.97
Total Revised	\$27,401.64
TOTAL ORIGINAL	\$27,401.64



(#Q-52626)(Service Account Number: 40967)

Amendment - City of Merced, CA

Account Rep Maya Arastuie
Email mahya.arastuie@smarsh.com
Prepared on 17-Apr-2024
Valid until 12-Apr-2024
Start Date Upon Execution Date
Renewal Date 18-Apr-2024
Billing Frequency Annual
Order Type Amendment

Customer City of Merced, CA
Service Address 678 W 18th St
Merced, California 95340-4708
Billing Contact John Cardoza
Contact Phone +1.209.385.6834
Contact Email cardozaj@cityofmerced.org
Technical Contact Jeff Bennyhoff

Services	Unit Price	Prorated Unit Price	Minimum Quantity	Prorated Minimum Commitment
Capture & Archive - Professional Archive	\$ 82.81	\$ 19.37	9	\$ 174.31
Premium Adj - Professional Archive	\$ 28	\$ 6.55	11	\$ 72.03
AT&T - Professional Archive			5	
Verizon - Professional Archive			20	
Onboarding - Professional Archive - Standard - Add Channel			1	\$ 1,575.00
Prorated Recurring Service Fee Subtotal				\$ 246.34
One-Time Fees Subtotal				\$ 1,575.00

Notes

The fees on this Order Form are prorated and the subscription term of the services will co-term with the Client's existing subscription term.
The Prorated Recurring Services Fee is based on the Quote Preparation Date above. In the event that Customer executes this Order Form after the Quote Preparation Date, the Fees Smarsh invoices Customer will be less than the Fees indicated in this Order Form.



Terms & Conditions

The Services are subject to the terms and conditions of this Order Form and (i) the Smarsh Service Agreement available at www.smarsh.com/legal/ServiceAgreement (ii) the Service Specific Terms referenced in or attached to this Order Form, and (iii) any exhibits or attachments to this Order Form that may amend, supersede, or append the terms referenced herein (collectively "Agreement"):

SERVICE SPECIFIC TERMS

- Mobile Channels Service Specific Terms available at <https://www.smarsh.com/legal/SSTMobileChannels>;
- The applicable Professional Archive Onboarding package features described in more detail at <https://www.smarsh.com/legal/OnboardingServices-ProArchive>;

TERM

The Term of the Services will begin on the Start Date set forth on the first page of this Order Form, or if no Start Date is stated, the execution date of this Order Form, and will continue for the Subscription Term specified on the first page of this Order Form. For Services added during Client's existing Term, the Term of the Services will sync to and co-terminate upon Client's Renewal Date set forth above. Renewal of the Services is subject to the terms of the Agreement.

INVOICING

The Recurring Service Fees and One-Time Fees ("Fees") will be invoiced at the billing frequency set forth on the first page of this Order Form. For usage overages, Smarsh will invoice Client for any usage over the minimum quantities at the same per unit rate as indicated in the first page of this Order Form on a regular basis in arrears. Client agrees that the Recurring Services Fees set forth in this Order Form are Client's minimum commitment for the Term.

DATA MANAGEMENT FEES – PROFESSIONAL ARCHIVE

If not priced above or set forth on a separate Order Form between Smarsh and the Client for the applicable data management services requested by the Client, the following standard data import, conversion (if applicable), and storage Fees for data imports Client's Professional Archive shall apply to data imports during the Client's term:

Data Imports - One-time Fee (25 GB Minimum)	\$10.00/GB
Import Data Conversion Fee (25 GB Minimum)	\$3.00/GB
Data Storage – Annual	\$2.50/GB



Purchase Order Information

Client to Complete:

Is a Purchase Order (PO) required for the purchase of the Services on this Order Form?

[] No

[] Yes – Please complete below

PO Number:

PO Amount:

Upon signature by Client and submission to Smarsh, this Order Form shall become legally binding unless Smarsh rejects this Order Form for any of the following reasons: (i) changes have been made to this Order Form (other than completion of the purchase order information and the signature block); or (ii) the requested purchase order information or signature is incomplete; or (iii) the signatory does not have authority to bind Client to this Order Form.

Client authorized signature

By:

Scott M. Bride

Name:

Scott M. Bride

Date:

5/20/24

Title:

City Manager

APPROVED AS TO FORM:

Craig Cornwell
City Attorney
City of Merced

ATTEST:
CITY CLERK

BY:

Deborah Medina

Assistant/Deputy City Clerk

597

FUNDS/ACCOUNTS VERIFIED

W. J. J. J. 5/29/24

FINANCE OFFICE

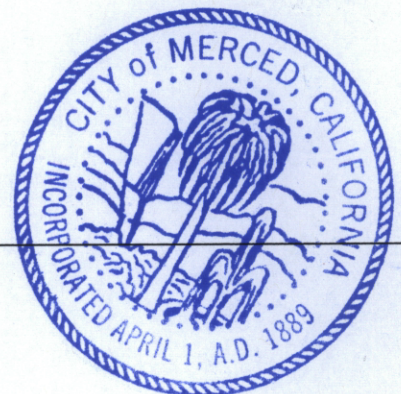
DATE V-998

Funds available. xc 5/29/24

70084700-590004

FL 5/29/24

28,976.64.





CITY OF MERCED
678 WEST 18TH ST
MERCED CA 95340

Contract Submittal Routing Sheet - Internal Use Only

Page 1 of 1

SMARSH INC
PO BOX 8023
CAROL STREAM, IL 60197-8023

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKAGES AND SHIPPING PAPERS.

Contract # 597
Department INFORMATION TECH - BUSINESS
Type Svc Agrmt
Bonds in Lieu N
Fiscal Year 2025

VENDOR NUMBER	ESTIMATED START	ESTIMATED COMPLETION	EXPIRE DATE
988	04/17/2023	11/4/2024	04/18/2045
RFP DESCRIPTION	ADMINISTRATOR	VENDOR PHONE NUMBER	
		971-295-6318	

CONTRACT DESCRIPTION

PLATFORM-Professional Archive - SMG

LINE #	YEAR	ACCOUNT	AMOUNT
--------	------	---------	--------

info only

Clerk: 8/19/24 Insurance: / Finance: 8/20/24 City Manager: 8/30/24

8/29/24

via 8/30/24

Posted 8/30/24

Total Expended	\$178.27
Total Open PO	\$0.00
Total Open Requisition	\$0.00
Total Contract Balance	\$28,798.37
Total Liquidated Amount	\$178.27
Total Revised	\$28,976.64
TOTAL ORIGINAL	\$27,401.64

Additional Description

Original Smarsh Contract

[2023-12-20 11:08:31 6081CardozaJ]:

Amendment 1

Capture and Archive Professional Archive for additional of \$1,575 for a total contract amount of \$28,976.64

[2024-05-22 09:31:07 6081ValenzuelaN]:

(Amendment 2)

The valid date was extended until nov 4, 2024

[2024-08-19 10:45:11 6081ValenzuelaN]:



(#Q-78497)(Service Account Number: 40967)

Amendment - City of Merced, CA

Account Rep	Andrea Brandsma	Customer	City of Merced, CA
Email	andrea.brandsma@smarsh.com	Service Address	678 W 18th St
Company	Smarsh Inc.		Merced, California 95340-4700
Prepared on	5-Aug-2024	Billing Contact	Aarin Garrison
Valid until	4-Nov-2024	Contact Phone	(209) 385-6961
		Contact Email	garrisona@cityofmerced.org
		Technical Contact	Michelle Alcantara
Start Date	Upon Execution Date		
Renewal Date	18-Apr-2025		
Billing Frequency	Annual		
Order Type	Amendment		

Services	Unit Price	Prorated Unit Price	Minimum Quantity	Prorated Minimum Commitment
AT&T Mobile Message - Professional Archive Capture	\$ 120	\$ 84.33	5	\$ 421.67
Verizon - Professional Archive Capture	\$ 114.91	\$ 80.75	20	\$ 1,615.06
Onboarding - Professional Archive - Standard - Add Channel			1	\$ 1,575.00
Prorated Recurring Service Fee Subtotal				\$ 2,036.73
One-Time Fees Subtotal				\$ 1,575.00

Notes	<p>The fees on this Order Form are prorated and the subscription term of the services will co-term with the Client's existing subscription term. The Prorated Recurring Services Fee is based on the Quote Preparation Date above. In the event that Customer executes this Order Form after the Quote Preparation Date, the Fees Smarsh invoices Customer will be less than the Fees indicated in this Order Form.</p> <p>All prices quoted are before tax. Applicable taxes will be added at time of invoicing. If you are tax exempt, please send a current copy of your tax-exempt certificate to accounting@smarsh.com</p>
--------------	--



Terms & Conditions

The Services are subject to the terms and conditions of this Order Form and (i) the Smarsh Service Agreement available at www.smarsh.com/legal/ServiceAgreement, (ii) the Service Specific Terms referenced in or attached to this Order Form, and (iii) any exhibits or attachments to this Order Form that may amend, supersede, or append the terms referenced herein (collectively "Agreement"):

SERVICE SPECIFIC TERMS

- Mobile Channels Service Specific Terms available at <https://www.smarsh.com/legal/SSTMobileChannels>;
- The applicable Professional Archive Onboarding package features described in more detail at <https://www.smarsh.com/legal/OnboardingServices-ProArchive>;

TERM

The Term of the Services shall begin on the Start Date set forth above, or if no Start Date is set forth above, the execution date of this Order Form, and shall continue for the Subscription Term specified above. For Services added during Client's existing Term, the Term of the Services will sync to and co-terminate upon Client's Renewal Date set forth above. Renewal of the Services shall be subject to the terms of the Agreement.

INVOICING

The Recurring Service Fees and One-Time Fees ("Fees") shall be invoiced at the billing frequency set forth on page 1 of this Order Form. For usage overages, Smarsh will invoice Client for any usage over the minimum quantities at the same per unit rate as indicated in the first page of this Order Form on a regular basis in arrears. Client agrees that the Recurring Services Fees set forth in this Order Form are Client's minimum commitment for the Term.

DATA MANAGEMENT FEES

If not priced above or set forth on a separate Order Form between Smarsh and the Client for the applicable data management services requested by the Client, the following standard data import, conversion (if applicable), and storage Fees for data imports Client's Professional Archive shall apply to data imports during the Client's term:

- Data Imports - One-time Fee (25 GB Minimum) - \$10/GB thereafter
- Import Data Conversion fees (25 GB Minimum) - \$3/GB
- Data Storage – Annual - \$2.50/GB



Amendment to the Smarsh Service Agreement

This Amendment ("**Amendment**") amends the Smarsh Service Agreement located at <https://www.smarsh.com/legal/ServiceAgreement> between Smarsh Inc. ("Smarsh") and City of Merced, CA Client") ("**Agreement**"). This Amendment is effective as of the date last signed below, or on the date (i) the Client signs the Order Form to which this Amendment is attached. Capitalized terms not defined in this Amendment have the meaning provided in the Agreement.

WHEREAS, Client has requested certain modifications to the Agreement, and Smarsh has agreed to such modifications as set forth below;

THEREFORE, Client and Smarsh agree as follows:

- 1) **Conflict.** In the event of a conflict between this Amendment and the Agreement, the terms of this Amendment shall control with respect to the clauses and language modified by this Amendment.

- 2) Section 6.3 of the Agreement is hereby deleted and replaced with the following language:

6.3. Renewals & Non-Renewal - Limited Term. The Services that are provided on a recurring basis will not renew automatically for an additional, successive 12-month Service Term. The Services may be renewed by Client for an additional, successive 12-month Service Term (each a "Renewal Term") upon the execution of a renewal Order Form prior to the expiration of the then current Service Term. Smarsh may elect not to renew a Service by providing no less than 30 days written notice to the Client prior to the end of the then current Service Term.

- 3) Section 7.7 of the Agreement is hereby deleted and replaced with the following language:

7.7 Taxes. All Fees payable by Client under this Agreement are exclusive of taxes and similar assessments. Smarsh acknowledges that Client is tax-exempt.

- 4) Section 8.2 of the Agreement is hereby deleted and replaced with the following language:

8.2. Obligations with Respect to Confidential Information. Each party agrees: (a) that it will not disclose to any third party, or use for the benefit of any third party, any Confidential Information disclosed to it by the other party except as expressly permitted by this Agreement; and (b) that it will use reasonable measures to maintain the confidentiality of Confidential Information of the other party in its possession or control but no less than the measures it uses to protect its own confidential information. Either party may disclose Confidential Information of the other party: (i) pursuant to the order or requirement of a court, administrative or regulatory agency, or other governmental body, provided that the receiving party, if feasible and legally permitted to do so, gives reasonable notice to the disclosing party to allow the disclosing party to contest such order or requirement; (ii) to the parties' agents, representatives, subcontractors or service providers who have a need to know such information provided that such party shall be under obligations of confidentiality at least as restrictive as those contained in this Agreement ("**Agents**"); or (iii) pursuant to a public records request under those laws applicable to the Client and only to the extent that such confidential information is not subject to an exemption from such public record request, provided that the Client gives notice to Smarsh in a reasonable amount of time to allow Smarsh the opportunity to seek a protective order preventing such disclosure. Each party will promptly notify the other party in writing upon becoming aware of any unauthorized use or disclosure of the other party's Confidential Information.

- 5) Section 11.1 of the Agreement is hereby deleted and replaced with the following language:



11.1. Client Indemnification. To the extent permitted by those laws applicable to the Client, and without in any manner waiving its rights to sovereign immunity or increasing the limits of liability thereunder, Client will defend and indemnify Smarsh, its officers, directors, employees, and agents, from and against all third party claims, losses, damages, liabilities, demands, and expenses (including fines, penalties, and reasonable attorneys' fees), arising from or related to (i) Client Data and Client's use of Client Data, (ii) Smarsh's use of Client Data in accordance with this Agreement, and (iii) Client's use of the Services in violation of this Agreement or applicable laws, rules, and regulations. Smarsh will (a) provide Client with prompt written notice upon becoming aware of any such claim; except that Client will not be relieved of its obligation for indemnification if Smarsh fails to provide such notice unless Client is actually prejudiced in defending a claim due to Smarsh's failure to provide notice in accordance with this Section ; (b) allow Client sole and exclusive control over the defense and settlement of any such claim; and (c) if requested by Client, and at Client's expense, reasonably cooperate with the defense of such claim.

6) Section 13.5 of the Agreement is hereby deleted and replaced with the following language:

13.5. Governing Law. This Agreement will be governed by and construed in accordance with the laws of the State of California, without regard to conflict/choice of law principles.

7) Section 13.11 of the Agreement is hereby deleted and replaced with the following language:

13.11. Amendments. This Agreement may only be modified, or any rights under it waived, by a written document executed by both parties.

8) The following language is added to the Agreement as Section 14 – SLED Additional Terms.

14.1 Insurance. Smarsh shall, on a primary basis and at its sole expense, maintain in full force and effect at all times during the life of this Agreement, insurance coverage and limits, including endorsements, necessary and appropriate to provide the Services under this Agreement. Smarsh agrees to provide, once every 12 months and upon written request by the Client, a summary of Smarsh's insurance coverage for review by the Client. In addition, Smarsh agrees to use commercially reasonable efforts to provide at least 30 days prior written notice of any material adverse changes to Smarsh's insurance coverage.

9) Except as otherwise set forth in this Amendment, the Agreement will remain unchanged and in full force and effect. This Amendment, together with the Agreement is the entire agreement between the parties, and supersedes all prior agreements between them, whether written or oral in nature

Purchase Order Information

Client to Complete:

Is a Purchase Order (PO) required for the purchase of the Services on this Order Form?

[] No

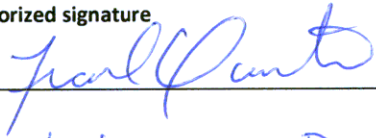
[] Yes – Please complete below

PO Number:

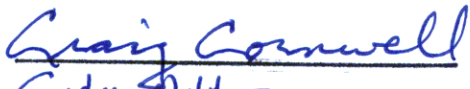
PO Amount:

Upon signature by Client and submission to Company, this Order Form shall become legally binding unless Company rejects this Order Form for any of the following reasons: (i) changes have been made to this Order Form (other than completion of the purchase order information and the signature block); or (ii) the requested purchase order information or signature is incomplete; or (iii) the signatory does not have authority to bind Client to this Order Form.

Client authorized signature


By:  Name: FRANK QUINTERO
Date: 8/30/24 Title: Deputy City Manager

APPROVED AS TO FORM:


City Attorney
City of Merced

597

FUNDS/ACCOUNTS VERIFIED

 8/30/24
FINANCE OFFICE DATE V-988
No finds to encumber. OK 8/30/24
OK 8/30/24

ATTEST:
CITY CLERK

BY 
Assistant/Deputy City Clerk



MAINTENANCE AGREEMENT

Smarsh INC

PO BOX 8023

Carol Stream, IL 60197-8023

Vendor Agreement # 988

Tyler Contract Entry #597

CONTRACTOR

Smarsh INC:

BY: Alex OpBroek
(Signature)

Alex OpBroek
(Typed Name)

Its: VP, Global Corp. Controller
(Title)

Telephone: (866) 762-7741

Email: alex.opbroek@smarsh.com

Williams, Amanda

From: Levesque, Jennifer
Sent: Friday, August 30, 2024 3:51 PM
To: Williams, Amanda
Subject: FW: Out of Office Notification - Frank Quintero as Acting City Manager

From: McBride, Scott <McBrideS@cityofmerced.org>
Sent: Friday, August 30, 2024 12:18 PM
To: Quintero, Frank <QUINTEROF@cityofmerced.org>; Rodriguez, Venus <RodriguezV@cityofmerced.org>; Cornwell, Craig <CornwellC@cityofmerced.org>
Cc: Stanfield, Steven <StanfieldS@cityofmerced.org>; Wilson, Casey <wilsonc@cityofmerced.org>; Elwin, Ken <ElwinK@cityofmerced.org>; Olmos, Juan <OlmosJ@cityofmerced.org>; Jensen, Christopher <JensenC@cityofmerced.org>; Bennyhoff, Jeff <BennyhoffJ@cityofmerced.org>; Maddox, Richard <MaddoxR@cityofmerced.org>; Bennyhoff, Jeff <BennyhoffJ@cityofmerced.org>; Levesque, Jennifer <LevesqueJ@cityofmerced.org>; Knoester, Sarah <KnoesterS@cityofmerced.org>; Flachman, Jennifer <FlachmanJ@cityofmerced.org>
Subject: Out of Office Notification - Frank Quintero as Acting City Manager

Good afternoon,

I will be traveling this afternoon with my family to Shaver Lake for the weekend. We will be returning on Monday, September 2nd. During my absence Frank Quintero will be the acting City Manager and will have full signing authority on my behalf. I've also forwarded all Tyler Approvals to him during my absence.

Wishing everyone a great Labor Day weekend.

Sincerely,



Scott McBride

City Manager

City of Merced | 678 W. 18th Street | Merced, CA 95340

(209) 385-6818 | (209) 564-0613 cell

mcbrides@cityofmerced.org | www.cityofmerced.org