



STATE OF CALIFORNIA
FRANCHISE TAX BOARD
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STEVE WESTLY
Chair
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STEVE PEACE
Member

MEMORANDUM

To: Gerald H. Goldberg September 2, 2003

From: Titus S. Toyama

Subject: Board Approval for Contracts Exceeding \$1 Million

This memorandum provides information for your notification to the Board pursuant to the Board's resolution requiring approval for purchases exceeding \$1 million. The following is the proposed purchase:

1099G and 1099INT (IRS Forms): A one-year contract starting October 15, 2003 (with the option to renew for two years) for the custom printing and mailing of the 1099G and 1099INT IRS forms/mailers. The estimated amount of this contract including the option to renew for two years is \$1,500,000. The Franchise Tax Board is required to meet IRS income reporting requirements as defined by the Internal Revenue Codes 6049 and 6050E, or be subject to penalties as stated by the Internal Revenue Code Section 6721. These services will be procured through a competitive bid process known as the Invitation for Bid.

If you have any questions please contact me at 845-4106.

Chief Financial Officer

cc: Dick Brothers
Theria Grady
Susan Cadieux
Maria Gott
Rick Felix
Don Buxton

CONTRACT PENDING BOARD APPROVAL

DESCRIPTION	CONTRACT TYPE	ESTIMATE DOLLAR AMOUNT	ESTIMATE CONTRACT AWARD
PROPOSED CONTRACT OVER \$1,000,000: (See attached memos for details) Multi-year contract for printing and mailing of the 1099G and 1099INT	DGS approv	\$1,500,000	10/15/2003