

STANDARD AGREEMENT - AMENDMENT

STD 213A (Rev. 10/2019)

 CHECK HERE IF ADDITIONAL PAGES ARE ATTACHED 1 PAGES

AGREEMENT NUMBER

2018-7004

AMENDMENT NUMBER

1

Purchasing Authority Number

1. This Agreement is entered into between the State Agency and the Contractor named below:

STATE AGENCY NAME

CA Department of Tax and Fee Administration

CONTRACTOR NAME

California Electronic Recording Transaction Network Authority (CERTNA)

2. The term of this Agreement is:

START DATE

July 1, 2018

THROUGH END DATE

June 30, 2021

3. The maximum amount of this Agreement after this Amendment is:

\$0.00 (Zero Dollar Agreement)

4. The parties mutually agree to this amendment as follows. All actions noted below are by this reference made a part of the Agreement and incorporated herein:

Amendment 1 is to extend the end term date from June 30, 2020 to June 30, 2021. The new term for this Agreement shall now be from July 1, 2018 through June 30, 2021. In addition, Contacts in Exhibit A have been updated. Exhibit A is hereby replace in its entirety and made apart of this Agreement.

All other terms and conditions shall remain the same.

IN WITNESS WHEREOF, THIS AGREEMENT HAS BEEN EXECUTED BY THE PARTIES HERETO.

CONTRACTOR

CONTRACTOR NAME (if other than an individual, state whether a corporation, partnership, etc.)

California Electronic Recording Transaction Network Authority (CERTNA)

CONTRACTOR BUSINESS ADDRESS

1115 Truxtun Ave., 3rd Floor

CITY

Bakersfield

STATE

CA

ZIP

93301

PRINTED NAME OF PERSON SIGNING

Patrick Honny

TITLE

Executive Director

CONTRACTOR AUTHORIZED SIGNATURE

Patrick Honny

Digitally signed by Patrick Honny
DN: c=US, st=CA, l=San Bernardino, o=CERTNA, cn=Patrick Honny, email=certificates@certna.com
Date: 2020.06.25 11:33:48 -0700

DATE SIGNED

June 25, 2020

STATE OF CALIFORNIA

CONTRACTING AGENCY NAME

CA Department of Tax and Fee Administration

CONTRACTING AGENCY ADDRESS

450 N Street

CITY

Sacramento

STATE

CA

ZIP

95814

PRINTED NAME OF PERSON SIGNING

Nga Pham

TITLE

Acquisitions Contract Manager

CONTRACTING AGENCY AUTHORIZED SIGNATURE



DATE SIGNED

6/25/2020

CALIFORNIA DEPARTMENT OF GENERAL SERVICES APPROVAL

EXEMPTION (If Applicable)

SCM VOL 1 SECTION 4.04. A.2

EXHIBIT A
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SCOPE OF WORK

1. Summary

The purpose of this Agreement is for the California Electronic Recording Transaction Network Authority, a California Joint Powers Authority (JPA), herein referred to as the CERTNA, to provide the California Department of Tax and Fee Administration, herein referred to as the CDTFA or State, with online transmittal and recordation of business tax lien information through CERTNA's Government to Government (G2G) Portal. The CDTFA and the CERTNA are collectively hereinafter referred to as the Parties.

2. Points of Contact

A. The Contract Managers during the term of this Agreement will be:

CA Dept. of Tax & Fee Administration

Name: Craig Sampson
Address: 450 N Street, MIC: 55
Sacramento, CA 95814
Phone: (916) 309-5654
E-mail: Craig.Sampson@cdtfa.ca.gov

CERTNA

Name: Patrick Honny
Address: 1115 Truxtun Ave., 3rd Floor
Bakersfield, CA 93301
Phone: (909) 831-2674
E-mail: Patrick.Honny@certna.com

B. All Technical Inquiries should be directed to:

CA Dept. of Tax & Fee Administration

Name: Henry Wong
Address: 450 N Street, MIC:04
Sacramento, CA 95814
Phone: (916) 323-4227
Email: Henry.Wong2@cdtfa.ca.gov

CERTNA

Name: Brett Zamora c/o Certna
Address: 1309 Skycrest Drive #6
Walnut Creek CA 94595
Phone: (925) 683-7043 / (925) 683-7040
E-mail: Brett.Zamora@certna.com

C. Direct all agreement inquiries to:

CA Dept. of Tax & Fee Administration

Name: Contracts Section
Address: 450 N Street, MIC: 24
Sacramento, CA 95814
Phone: (916) 309-5421
Email: acquisitionscoor@cdtfa.ca.gov

CERTNA

Name: Nubia Goldstein
Address: 1414 K Street, 3rd Floor
Sacramento, CA 95814
Phone: (916).468-0946
Email: nubia@churchwellwhite.com

D. Direct all Audit Request inquiries to:

CA Dept. of Tax & Fee Administration

Name: Sara Sheikholislam
Address: 450 N Street, MIC: 54
Sacramento, CA 95814
Phone: (916) 445-0360
E-mail: Sara.Sheikholislam@cdtfa.ca.gov

CERTNA

Name: Patrick Honny
Address: 1115 Truxtun Ave., 3rd Floor
Bakersfield, CA 93301
Phone: (909) 831-2674
E-mail: Patrick.Honny@certna.com

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SCOPE OF WORK (CONTINUED)

Either Contract Manager may be changed without a formal amendment to this Agreement. The changing party will notify the other party with a ten (10) day prior, written notice, which will contain the new Contract Manager's name, mailing address, phone & fax numbers, and email address.

3. CERTNA Responsibilities

- a. The CERTNA shall retrieve from CDTFA, via encrypted secure file transfer methods, the delivery of lien information, including digital electronic records that are lien instruments of real estate transactions and lien releases, and deliver it in encrypted form to the designated County Recorder's Office within two (2) business days of receipt.
- b. The CERTNA shall receive via encrypted secure file transfer methods from the County Recorder Offices lien recordation confirmation data and to provide this data to CDTFA along with the recording documents no later than the following business day after receiving the documents from the counties.
- c. The CERTNA shall place the following warning banner on the CERTNA G2G Portal for unauthorized users and notes to members:

WARNING! YOU ARE ACCESSING THE CALIFORNIA ELECTRONIC RECORDING TRANSACTION NETWORK AUTHORITY (CERTNA) COMPUTER SYSTEM. BY ACCESSING AND USING THIS GOVERNMENT COMPUTER SYSTEM YOU ARE CONSENTING TO SYSTEM MONITORING FOR LAW ENFORCEMENT AND OTHER PURPOSES. UNAUTHORIZED USE OF, OR ACCESS TO, THIS COMPUTER SYSTEM MAY SUBJECT YOU TO CRIMINAL PROSECUTION AND PENALTIES.

- d. CERTNA Member Counties using the G2G Portal are encouraged to record liens and return them to CERTNA no later than 5:00 PM Pacific Time on the same business day the digital documents are received.
- e. The CERTNA shall not charge the CDTFA for the electronic transmittal and recordation of liens through the CERTNA G2G Portal.

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SCOPE OF WORK (CONTINUED)

4. CDTFA Responsibilities

- a. The CDTFA shall transmit to the CERTNA, via CERTNA provided encrypted secure file transfer methods, digital electronic records that are lien instruments of real estate transactions for delivery to and recordation with the designated County Recorder Office(s). The digital records will include new liens, lien extensions and lien releases. The CDTFA will provide data for CERTNA to pull after CDTFA notifies CERTNA.
- b. The CDTFA shall not make any software or hardware modifications to the CERTNA G2G Portal without CERTNA's prior written notification of not less than 30 days prior to implementation. The CDTFA will also be given time to test prior to full implementation.
- c. The CDTFA agrees to comply with any and all reasonable reporting requirements established by CERTNA.
- d. The CDTFA shall provide full cooperation in any auditing or monitoring of CDTFA's use of G2G conducted by CERTNA.
- e. The CDTFA agrees to provide full cooperation with CERTNA in the design, development, implementation, monitoring and evaluation of services provided under this Agreement.
- f. The CDTFA agrees to make available all records pertaining to services provided under this Agreement to CERTNA representatives for examination and audit for a period of not less than one year.

5. Amendments

The term of this Agreement is 07/01/2018 through 06/30/2021. No alteration or variation of the terms of this Agreement shall be valid unless made in writing and signed by the Parties, and no oral understanding or agreement not incorporated herein, shall be binding on either party.