



## Legislation Details (With Text)

**File #:** 2022-2311    **Version:** 1    **Name:**

**Type:** Resolution    **Status:** Action

**File created:** 10/4/2022    **In control:** Board of Commissioners

**On agenda:** 12/13/2022    **Final action:** 12/13/2022

**Title:** Commission District(s): All  
 SS - Microfilm Conversion Services: for use by Police Services (PS). Consists of the purchase of digital conversion services, roll film scanning, image quality control, file indexing, rescans, media creation, and film pick-up and delivery services. Awarded to: Business Systems and Consultants, Inc. Amount Not To Exceed: \$285,000.00.

**Indexes:**

**Attachments:** 1. 2022 - 2311 - Agenda Notes, 2. 2022 - 2311 - NCPR Form, 3. 2022 - 2311 - Quote, 4. 2022- 2311 - Sole Source Letter

Date	Ver.	Action By	Action	Result
12/13/2022	1	Board of Commissioners	approved	Pass
11/17/2022	1	ERPS-Employee Relations & Public Safety Committee	recommended for approval.	Pass
11/15/2022	1	Board of Commissioners	deferred	Pass

**Purchasing Type:** Sole Source (SS)

**Public Hearing:** YES  NO     **Department:** Purchasing & Contracting

**AGENDA ITEM:**

**Commission District(s): All**

SS - Microfilm Conversion Services: for use by Police Services (PS). Consists of the purchase of digital conversion services, roll film scanning, image quality control, file indexing, rescans, media creation, and film pick-up and delivery services. Awarded to: Business Systems and Consultants, Inc. Amount Not To Exceed: \$285,000.00.

**Information Contact:** Michelle Butler, Esq., CPPO, Procurement Manager

**Phone Number:** (404) 687-3581

**PURPOSE:**

This sole source consists of the purchase of digital conversion services, roll film scanning, image quality control, file indexing, rescans, media creation, and film pick-up and delivery services. This request is to purchase microfilm conversion services to digitize important criminal historical records, to improve the imaging quality, and to keep documents and files in mint, viewable condition.

**RECOMMENDATION:**

Recommend approval of this sole source with:

Business Systems and Consultants, Inc., P.O. Box 360657, Birmingham, AL 35236-0657

Amount Not To Exceed: \$285,000.00

**ADDITIONAL INFORMATION:**

- |                              |                   |
|------------------------------|-------------------|
| 1. Contract Effective Date:  | Date of Award     |
| 2. Contract Expiration Date: | December 31, 2023 |
| 3. Funding:                  | CIP (PS)          |