



# DeKalb County Government

Manuel J. Maloof Center  
1300 Commerce Drive  
Decatur, Georgia 30030

## Legislation Text

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

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**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)