



RESOLUTION No. 17-219

OF THE BOARD OF SUPERVISORS OF THE COUNTY OF NEVADA

RESOLUTION AUTHORIZING EXECUTION OF AMENDMENT NO. 1 TO THE PERSONAL SERVICES CONTRACT WITH CAPITOL DIGITAL DOCUMENT SOLUTIONS, INC.

WHEREAS, on June 23, 2015, the Board of Supervisors approved a Personal Services Contract with Capitol Digital Document Solutions, Inc. to allocate \$45,148 to convert Assessor paper documents to digital images in a PDF file format per Resolution 15-279; and

WHEREAS, there is an approximate 51,000 additional working paper documents that require conversion to digital images in order to complete the Assessor's conversion project for the archived working documents dating from 1970 through 2016; and

WHEREAS, the Contractor needs additional time to complete the conversion of the 51,000 additional paper documents; and

WHEREAS, the expiration date for the Capitol Digital Document Solutions, Inc. Contract expires on June 30, 2017; and

WHEREAS, the parties desire to amend the Contract to increase the maximum contract price by \$2,800 and extend the contract termination date to June 30, 2018; and

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Supervisors, of the County of Nevada, State of California, that Amendment No. 1 to the Personal Services Contract by and between the County and Capitol Digital Document Solutions, Inc. pertaining to increasing the maximum contract price from \$45,148 to \$47,948 (an increase of \$2,800) for the provision of additional conversion services related to the Assessor's paper documents and to extend the expiration date to June 30, 2018, be and hereby is approved, and that the Chair of the Board of Supervisors be and is hereby authorized to execute the Amendment on behalf of the County of Nevada.

Funds to be disbursed from account: 0101-10201-011-1000/521520.

PASSED AND ADOPTED by the Board of Supervisors of the County of Nevada at a regular meeting of said Board, held on the 23rd day of May, 2017, by the following vote of said Board:

Ayes: Supervisors Heidi Hall, Edward Scofield, Dan Miller, Hank Weston and Richard Anderson.

Noes: None.

Absent: None.

Abstain: None.

ATTEST:

JULIE PATTERSON HUNTER
Clerk of the Board of Supervisors

By: 


Hank Weston, Chair

5/23/2017 cc: Assessor*
AC* (Hold)

6/01/2017 cc: Assessor*
AC (Release)*
CDDS, Inc.

**AMENDMENT TO CONTRACT WITH
CAPITOL DIGITAL SOLUTIONS, INC.**

THIS AMENDMENT is executed this 23 day of May, 2017 by and between Capitol Digital Solutions, Inc. and COUNTY OF NEVADA. Said Amendment will amend the prior agreement between the parties entitled PERSONAL SERVICES CONTRACT executed on June 23, 2015 by Resolution No. 15-279.

WHEREAS, the parties desire to amend their agreement to provide for additional document scanning and digital conversion services for an increase of 51,000 documents for a total of 851,000 archived Assessor documents to be digitally converted.

NOW, THEREFORE, the parties hereto agree as follows:

1. This amendment shall be effective as of June 1, 2017.
2. That the **Maximum Contract Price will** increase by \$2,800 to \$47,948:
3. That the **Contract Termination Date** will be extended to June 30, 2018:
4. That in all other respects the prior agreement of the parties shall remain in full force and effect except as amended herein.

APPROVED AS TO FORM:
COUNTY COUNSEL

By: 


COUNTY OF NEVADA

By: 
Honorable Hank Weston
Chair of the Board of Supervisors

ATTEST:

By: 
Julie Patterson Hunter
Clerk of the Board of Supervisors

CONTRACTOR:

By: 
Tristan Hopkins
Vice President, Capitol Digital