



RESOLUTION No. _____

OF THE BOARD OF SUPERVISORS OF THE COUNTY OF NEVADA

RESOLUTION APPROVING EXECUTION OF A CONTRACT WITH HINES ENTERPRISE DOCUMENT MANAGEMENT (EDM), INC. FOR DOCUMENT SCANNING SERVICES IN THE AMOUNT OF \$127,000 FOR A TERM OF FEBRUARY 25, 2020 THROUGH JUNE 30, 2022

WHEREAS, the Assessor desires to implement certain technological improvement, including scanning services; and

WHEREAS, the State selected the County of Nevada to participate in the State Supplementation For County Assessors Program and awarded the County \$156,948 for Fiscal Year 2019-20 and \$193,787 for Fiscal Year 2020/21; and

WHEREAS, an Invitation for Bid was released in November 2019 to select a vendor who can digitize 3.2 million paper property tax documents; and

WHEREAS, fourteen bids were submitted and evaluated, and Hines EDM, Inc. was selected.

WHEREAS, the Nevada County Assessor wishes to enter into a contract with Hines EDM, Inc. to provide scanning services; and

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Board of Supervisors of the County of Nevada, State of California, hereby:

1. Approves the Personal Services Contract by and between the County of Nevada and Hines EDM, Inc pertaining to scanning services in the amount of \$127,000 for the term of February 25, 2020 through June 30, 2022; and
2. Authorizes the Chair of the Board of Supervisors to execute the Contract on behalf of the County of Nevada.