



## **RESOLUTION No. \_\_\_\_\_**

### **OF THE BOARD OF SUPERVISORS OF THE COUNTY OF NEVADA**

**RESOLUTION APPROVING A CONTRACT BETWEEN THE COUNTY OF NEVADA AND KOFILTE TECHNOLOGIES, IN AN AMOUNT NOT TO EXCEED \$115,000, FOR SERVICES FOR IMAGING FIELD NOTES; PRESERVATION, IMAGING, AND MICROFILMING OF HISTORICAL RECORDS; AND INDEXING HISTORICAL RECORDS FOR THE NEVADA COUNTY CLERK-RECORDER'S OFFICE, FROM OCTOBER 11, 2022 THROUGH JUNE 30, 2025, AND DIRECTING THE AUDITOR-CONTROLLER TO RELEASE FUND BALANCE IN THE MICROGRAPHICS FUND (1154) AND TO AMEND THE FISCAL YEAR 2022/23 CLERK-RECORDER BUDGET (4/5 AFFIRMATIVE VOTE REQUIRED).**

WHEREAS, the Nevada County Clerk-Recorder is responsible for processing, securing, and maintaining official records, including the preservation of historical documents.; and

WHEREAS, the Nevada County Clerk-Recorder desires to enter into a contract with Kofile Technologies for the services of imaging filed notes; preservation, imaging, and microfilming of historical records; and indexing historical records; and

WHEREAS, the indexing of historical records is a continuation of Resolution 17-543; this contract would complete the indexing of historical records for the 1980s; and

WHEREAS, the County has a duty to preserve the Recorders' Official Records against natural and other disasters, including fire destruction; and

WHEREAS, it is the intent of the Clerk-Recorder to protect the privacy and identity of Californians and the Official Records of Nevada County; and

WHEREAS, it is so ordered that Nevada County Clerk-Recorder contracts with Kofile Technologies; and

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

1. The Personal Services Contract between the County of Nevada and Kofile Technologies, pertaining to imaging field notes; preservation, imaging, and microfilming of historical records; and indexing historical records, in the amount not to exceed \$115,000, for the contract term of October 11, 2022 through June 30, 2025, be and hereby is approved, and that the Chair of the Board of Supervisors authorizes the Nevada County Clerk-Recorder to execute the Contract on behalf of the County of Nevada.

2. The Auditor-Controller is directed to amend the Fiscal Year 2022/23 budget as follows:

Increase:

1154-20701-072-1000 / 521520 \$34,000

Decrease:

1157-20701-072-1000 / 521520 \$30,500

3. The release of \$3,500 in fund balance from the Micrographics fund (Fund 1154) is hereby authorized.)
4. Encumber:

1154-20701-072-1000 / 521520 \$70,000

1157-20701-072-1000 / 521520 \$28,000

0101-20701-071-1000 / 521410 \$17,000