



## Information and General Services Department

950 Maidu Avenue  
Nevada City, CA 95959  
Phone: 530-265-1238  
Fax: 530-265-7112

*Information Systems*  
*Geographic Information Systems*  
*Facilities Management*

*Emergency Services*  
*Central Services*  
*Cable Television*

*Purchasing*  
*Airport*  
*Library*

---

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

#### **Board Agenda Memo**

---

**MEETING DATE:** June 27, 2017

**TO:** Board of Supervisors

**FROM:** Steve Monaghan, Chief Information Officer

**SUBJECT:** Resolution authorizing execution of a renewal contract with Wolf Creek Productions, dba The Real Graphic Source, for printing, copying, scanning and delivery services

---

**RECOMMENDATION:** Adopt the resolution

**FUNDING:** Payment for services provided under this contract will be made from the budgets of the respective County departments to which the services are provided. There will be no up-front encumbrance of the contract.

**BACKGROUND:**

In 2010, following issuance of a competitive request for proposals, the County closed its in-house copy center and entered into a contract with The Real Graphic Source, a local firm. The result of this change has been more competitive pricing for printing and copying services, a reduction in County overhead for administration of the on-site copy center, and a high level of service provided by the contractor, which offers daily pick-up and delivery to the various County office locations.

County departments cumulatively spend approximately \$100,000 per year for these services. This 12-month contract has a maximum contract price of \$150,000 and no guaranteed minimum. The actual expenditures will depend on the level of utilization by County departments.

**Item Initiated by:** Mary Ross

**Approved by:** Steve Monaghan

**Submittal Date:** June 14, 2017

**Revision Date:**