



Lake County Illinois

Legislation Details (With Text)

File #: 09-1461 **Version:** 1 **Name:** Bid 25121 Contract Extension
Type: committee action item **Status:** Joint Committee
File created: 4/16/2009 **In control:** Revenue, Records, and Legislation Committee
On agenda: **Final action:** 4/29/2009
Title: Joint committee action item authorizing a four (4) year extension of the Records Management Services contract for the Office of the Recorder of Deeds in the estimated amount of \$220,000 per year.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
4/29/2009	1	Financial & Administrative Committee	approved	Pass
4/29/2009	1	Revenue, Records, and Legislation Committee	approved and referred on to the Financial and Administrative Committee	Pass

Joint committee action item authorizing a four (4) year extension of the Records Management Services contract for the Office of the Recorder of Deeds in the estimated amount of \$220,000 per year.

- On April 11, 2006 the County Board approved a competitively solicited contract with Cott Systems, Inc., Worthington, OH, for Records Management Services for the Office of the Recorder of Deeds in the estimated amount of \$262,800 per year for a four (4) year period.
- On August 14, 2007, the County Board approved a subsequent contract with Cott Systems Inc., for archived records conversion services for the years 1844 to 1979 in the estimated amount of \$773,839.
- Cott Systems Inc. has offered to extend the contract for Records Management Services for a four (4) year period at the same pricing, terms and conditions as originally bid in 2005.
- The Recorder of Deeds has had a good working relationship with Cott Systems Inc. in both contracts and wishes to extend this contract.
- This service costs an estimated \$220,000 per year, charged to account #260-2210010-71220-000-000-000000.

TO: Chair, Revenue, Records & Legislation Committee

FROM: Gary L. Reis, Purchasing Agent

DATE: May 6, 2009

RE: Extension of Contract No. 25121 - Records Management Services