



Lake County Illinois

Legislation Text

File #: 09-1461, **Version:** 1

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