

Warren County Board of Supervisors

RESOLUTION NO. 125 OF 2021

**RESOLUTION INTRODUCED BY SUPERVISORS BEATY, LEGGETT, WILD, CONOVER AND DIAMOND
ACCEPTING PROPOSAL AND AUTHORIZING AGREEMENT WITH
INFO QUICK SOLUTIONS, INC. FOR ELECTRONIC DOCUMENT MANAGEMENT AND
ARCHIVAL RECORDS MANAGEMENT SYSTEM FOR THE
WARREN COUNTY CLERK'S OFFICE (WC 13-21)**

WHEREAS, the Purchasing Agent has requested proposals for Electronic Document and Records Management Services for the Warren County Clerk's Office (WC 13-21), and

WHEREAS, the County Clerk has recommended that Warren County award the contract to Info Quick Solutions, Inc., now, therefore, be it

RESOLVED, that the Warren County Purchasing Agent notify Info Quick Solutions, Inc., of the acceptance of their proposal, and be it further

RESOLVED, that Warren County enter into an agreement with Info Quick Solutions, Inc., 7460 Morgan Road, Liverpool, New York 13090, for Electronic Document and Records Management Services for the Warren County Clerk's Office, pursuant to the terms and conditions of the request for proposals and proposal (WC 13-21), for a term commencing upon execution by both parties and terminating five (5) years from date of execution, with the option for up to three (3) additional one (1) year terms upon mutual agreement of the parties, without the need for a further resolution, and be it further

RESOLVED, that the Chair of the Board of Supervisors be, and hereby is, authorized to execute an agreement and other necessary documents in a form approved by the County Attorney, and be it further

RESOLVED, that the funds shall be expended from Budget Codes A.1410 425 County Clerk, Reproduction Expenses and A.1665 425 Public Records, Reproduction Expenses.