

Resolution authorizing a contract with Prime AE Group, Inc. dba Prime Tech to provide a Scope of Work for a Records Management Request for Proposal (RFP). (Recorder’s Office) (Est. Amount \$43,513.75)

WHEREAS, responses to an RFQ were received and opened by the Purchasing Department on April 8, 2014 (RFQ# 2014-31-13 Consultant to Create a Scope of Work for a Records Management RFP); and

WHEREAS, Prime AE Group, Inc. dba Prime Tech was determined to be the lowest and best respondent to provide Consultant Services to create a Scope of Work for a Records Management RFP; and

WHEREAS, the documents submitted by Prime AE Group, Inc. dba Prime Tech for the provision of providing Consultant Services to create a Scope of Work for a Records Management RFP shall be the governing pricing and terms and conditions, which is fully incorporated herein, and is binding on all parties; and

WHEREAS, the term of the contract shall be in effect June 1, 2014 and shall continue until the noted end date in Exhibit B or until all services noted in the RFQ are completed as mutually agreed upon by both parties; and

WHEREAS, the Franklin County Recorder’s Office and the Franklin County Purchasing Department recommends the response submitted by Prime AE Group, Inc. dba Prime Tech as the lowest and best response to provide Consultant Services to Create a Scope of Work for a Records Management RFP be approved; now, therefore,

BE IT RESOLVED BY THE BOARD OF COMMISSIONERS, FRANKLIN COUNTY, OHIO:

That the attached contracts and purchase order proof list, encumbering funds for the balance of the year, are hereby approved.

AGENCY	EST. CONTRACT AMOUNT
Recorder’s Office	\$ 43,513.75
Total	\$ 43,513.75

Prepared by Jennifer Fair

cc: Auditor Administration & Fiscal
Purchasing (RFQ File 2014-31-13)
Prime AE Group, Inc. dba Prime Tech