

The County of Yuba

County Clerk/Recorder/Registrar of Voters



TO: Board of Supervisors

FROM: County Clerk-Recorder/Registrar of Voters, Donna Hillegass

SUBJECT: Clerk-Recorder / Registrar of Voters: Approve agreement between Yuba County and BMI Imaging Systems, Inc. and authorize chair to execute.

DATE: November 28, 2023

NUMBER: 554/2023

Recommendation

The Clerk-Recorder recommends the Board approve the agreement between Yuba County and BMI Imaging Systems, Inc., and authorize chair to execute.

Background

On February 13, 2007, Resolution 2007-15, the Board of Supervisors approved the County Clerk to execute an Agreement with BMI Imaging Systems, Inc. to provide greater access to Official Public Records to Yuba County citizens and staff by digitizing original microfilm of Official Public Records and converting to Digital Reel.

On July 8, 2008, Resolution 2008-74, the Board of Supervisors approved the County Clerk to execute an Agreement with BMI Imaging Systems, Inc. to provide greater access to Official Public Records to Yuba County citizens and staff while protecting citizens from possible identity theft with digital document retrieval/conversion system and social security truncation.

On July 17, 2017, the County Clerk executed a Master Service Agreement with BMI Imaging Systems, Inc. for the conversion of digital Reel to the current web hosted system which includes OCR capability.

Discussion

BMI Imaging Systems Inc. has extensive experience converting images to provide archival quality film as required by Government Code §26205.5 and §27322. BMI Imaging Systems, Inc. currently provides Yuba County with Digital Reel a web based hosted system allowing historical Official Records to be easily accessed and viewed.

The existing service agreement with BMI Imaging Systems Inc. has expired. It is in the interest of Yuba County to enter into this Master Service Agreement to ensure the continuity of services.

Committee Action:

This item is brought directly to the Board of Supervisors due to the routine nature of the request.

Fiscal Impact:

Budget

Board Approved FY 2023/2024 Budget Appropriation:

BMI Annual Maintenance	101-0200-411-2300	Professional Services	\$6,820
BMI Film Images	101-0200-411-2300	Professional Services	\$7,800
		Total FY 23/24	\$14,460

Source of Funds

- Non-General Fund expense
- Yuba County Recorder Micrographics Trust Fund 382-000-101-0100

Attachments

BMI Imaging Systems, Inc. Master Services Agreement