



# Ontario County Board of Supervisors

## ***NOTICE OF SPECIAL COMMITTEE MEETING***

**COMMITTEES:** *Governmental Operations and Insurance Committee*

**DATE:** Thursday, March 29, 2018

**TIME:** 5:55 PM

**LOCATION:** Ontario County Safety Training Facility  
2914 County Road 48  
Canandaigua, NY 14424

**PURPOSE:** Committee Chairman Gallahan is calling a special meeting to consider a resolution entitled:

SCANNING OF SHERIFF RECORDS  
NEW YORK STATE INDUSTRIES PREFERRED SOURCE PROVIDER  
AND NYSID'S ASSOCIATE MEMBER, IMAGING AND MICROFILM ACCESS  
(IMA) AND ONTARIO COUNTY DEPARTMENT OF RECORDS, ARCHIVES  
AND INFORMATION MANAGEMENT SERVICES (RAIMS)

### ***(TEXT OF RESOLUTION BELOW)***

WHEREAS, The Ontario County Department of Records, Archives and Information Management Services (RAIMS) has been awarded a grant for \$63,020 by the Local Government Records Management Improvement Fund for the period July 1, 2017-June 30, 2018; and

WHEREAS, Of that amount, \$48,895.00 has been awarded to NYSID (New York State Industries for the Disabled) a New York Industries Preferred Source Provider and NYSID's Associate Member, Imaging and Microfilm Access, Inc. (IMA), for the scanning of the Supreme and County Court Minutes; and

WHEREAS, Resolution No. 12-2018 approved a contract for \$48,895.00 for the scanning of the Supreme and County Court Minutes; and

WHEREAS, Of the \$63,020 amount, \$14,125.00 has been awarded to NYSID (New York State Industries for the Disabled) a New York Industries Preferred Source Provider and NYSID's Associate Member, Imaging and Microfilm Access, Inc. (IMA), for the scanning of the Sheriff's Records; and

WHEREAS, IMA can meet all of the scanning needs that comply with the State Archives requirement in a cost effective and timely manner; now, therefore, be it

RESOLVED, That upon review and approval by the County Attorney, as to form, this Board hereby approves the contract with NYSID (IMA) to scan Sheriff records; and further



RESOLVED, That the County Administrator is hereby authorized to the NYSID (IMA) contract; and further

RESOLVED, That the project will be completed no later than June 30, 2018; and further

RESOLVED, That certified copies of this resolution be sent to NYSID 11 Columbia Circle, Albany, NY 12203-05156 and Imaging and Microfilm Access, Inc., 150 Knickerbocker Ave. Suite E, Bohemia, NY 11716 by the Clerk of this Board.

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*Dated: April 4, 2018*  
*Ontario County Board of Supervisors*  
*Kristin A. Mueller, Clerk, Diane R. Foster, Deputy Clerk*  
*Municipal Building, 20 Ontario Street, Canandaigua, NY 14424, 585-396-4447*  
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