



## Legislation Text

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**File #:** 17-00263, **Version:** 1

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Consider recommendations regarding an Agreement with Annacomp, Inc. for an internet archive system and to digitize Fire Department paper records, as follows:

- a) Approve and authorize the Chair to execute an Agreement for the services of an Independent Contractor, with Anacomp, Inc., a current County vendor, for the term of May 1, 2017 through April 30, 2020, for a total contract amount not to exceed \$89,017.00 to provide an internet archive system and convert a portion of the historical Fire Department records from paper format to digital format;
- b) Approve and authorize the Fire Chief or designee to approve a contingency for services with Anacomp, Inc. in the amount not to exceed \$2,517.00 for any additional services within the scope of work that may be required to complete the project;
- c) Find that the proposed Agreement is not a project under the California Environmental Quality Act (CEQA) pursuant to CEQA Guideline section 15378(b)(2) in that the Agreement involves a continuing administrative or maintenance activity, and CEQA Guidelines section 15378(b)(5), in that the Agreement involves an organizational or administrative activity of government that will not result in the direct or indirect physical change in the environment.