

RESOLUTION NO. 77-2023

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PACIFICA
AUTHORIZING THE CITY MANAGER TO EXECUTE A FIRST AMENDMENT TO
THE MASTER AGREEMENT FOR CONSULTANT SERVICES WITH HINES EDM, INC.
FOR SCANNING AND DIGITIZATION OF RECORDS**

WHEREAS, consistent with the City of Pacifica's Purchasing Policy (Administrative Policy No. 76), the City of Pacifica entered into a Master Agreement with Hines EDM, Inc. for scanning and digitization of City records per the City Council's authorization on August 9, 2021; and

WHEREAS, the City of Pacifica requires additional document scanning and digitization services in fiscal year 2023-2024 as included in department budgets; and

WHEREAS, the City Council of the City of Pacifica has considered the City Manager's recommendation to approve a first amendment to the City's Master Agreement with Hines EDM for the purpose of extending the term of the Agreement through June 30, 2024, increasing the not-to-exceed cost ceiling from \$110,000 to \$150,000 and updating the pricing / cost schedule to reflect Hines EDM pricing schedule as of July 1, 2023.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Pacifica to authorize the City Manager to amend the agreement with Hines EDM, Inc. for the purpose of extending the term of the agreement to June 30, 2024, increasing the Cost Ceiling to \$150,000 and updating the pricing / cost schedule as detailed in the First Amendment to the Master Agreement.

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PASSED AND ADOPTED at a regular meeting of the City Council of the City of Pacifica, California, held on the 10th day of July, 2023, by the following vote:

AYES, Councilmembers: Beckmeyer, Bier, Bigstycck, Boles, Vaterlaus

NOES, Councilmembers: n/a

ABSENT, Councilmembers: n/a


ABSTAIN, Councilmembers: n/a


Tygarjas Twyrls Bigstycck, Mayor

ATTEST:


for Sarah Coffey, City Clerk

APPROVED AS TO FORM:


Michelle Kenyon, City Attorney