



REQUEST FOR BOARD ACTION

ITEM NO. 8

DATE OF MEETING: January 4, 2010

REQUESTED BY: Faye Teachey Prevatte, Register of Deeds

SHORT TITLE: Resolution Authorizing Purchase Order for Grantor/Grantee Index Book Binders: \$16,000

BACKGROUND: A majority of the index books in service were purchased in 1947, some prior to that date. The books are worn, torn and faded and the hinges are rusty and bent. Binders that have been covered in the past are torn and in general bad shape. The books are important to the public and are used on a daily basis, and they measure 18 ½" x 14 ½" x 3". These books were the original journals used to record documents prior to computers.

Three quotes have been received: 1) RL Ballard in the amount of \$25,740.00 (\$260.00 each); 2) Caskie Graphics Inc. in the amount of \$20,854.35 (\$210.65 each); and 3) Noland Microfilm Services in the amount of \$16,000.00 (\$160.00 each).

Noland Microfilm Services is the recommended firm as they provided the lowest quote and they are ready and equipped to perform a quality job. The company is a North Carolina firm.

The funding will be provided from the AE&P fund.

SPECIFIC ACTION REQUESTED: To consider a resolution authorizing a purchase order to Noland Microfilm Services in the amount of \$16,000.00 for replacing the old Grantor/Grantee Index Binders.

COUNTY MANAGER'S RECOMMENDATION

Respectfully recommend approval.

JB
Initial

RESOLUTION

NOW, THEREFORE BE IT RESOLVED by the Pender County Board of Commissioners that

a purchase order in the amount of \$16,000 to Noland Microfilm Services for replacing the old Grantor/Grantee Index Binders is hereby approved. The Chairman/County Manager is authorized to execute any/all documents necessary to implement this resolution.

AE&P Fund: 49-407400

AMENDMENTS:

MOVED _____ SECONDED _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Tate ___ Blanchard ___ Brown ___ Rivenbark ___ Williams ___

Jimmy T. Tate, Chairman

Date

ATTEST

Date