



GENERAL ASSEMBLY OF THE STATE OF TENNESSEE
FISCAL REVIEW COMMITTEE

320 Sixth Avenue, North – 8th Floor
NASHVILLE, TENNESSEE 37243-0057
615-741-2564

Sen. Bill Ketron, Chairman
Senators

Douglas Henry Reginald Tate
Brian Kelsey Ken Yager
Steve Southerland
Randy McNally, *ex officio*
Lt. Governor Ron Ramsey, *ex officio*

Rep. Mark White, Vice-Chairman
Representatives

Charles Curtiss Pat Marsh
Jeremy Faison Mark Pody
Brenda Gilmore David Shepard
Matthew Hill Tim Wirgau
Charles Sargent, *ex officio*
Speaker Beth Harwell, *ex officio*

MEMORANDUM

TO: Mike Perry, Chief Procurement Officer
 Department of General Services

FROM: Senator Bill Ketron, Chairman
 Representative Mark White, Vice-Chairman

DATE: May 16, 2013

SUBJECT: **Contract Comments**
 (Fiscal Review Committee Meeting 5/13/13)

BK MW

RFS# 321.17-00111 (Edison # 12056)

Department: State

Division: Records Management

Vendor: Richards & Richards Office Records Management, Inc.

Summary: The vendor is responsible for secure storage, retrieval, and destruction of State records; establishment and maintenance of an electronic database of State records; and training. The proposed amendment revises the End Term Transition Services; extends the current contract an additional two years through July 13, 2016; increases the maximum liability by \$1,034,130; and adds contractor liability language.

Current maximum liability: \$790,870

Proposed maximum liability: \$1,825,000

After review, the Fiscal Review Committee voted to recommend approval of the contract amendment.

cc: The Honorable Tre Hargett, Secretary of State