



COUNTY OF GLENN
CLERK - BOARD OF SUPERVISORS

Willows Memorial Hall, 2nd Floor
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Willows, CA 95988
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DI AULABAUGH
Clerk of the Board of Supervisors

DEBBIE LAMBERT, Sr. Deputy Clerk
COURTNEY HOULE, Deputy Clerk

NOTICE TO BIDDERS

NOTICE IS HEREBY GIVEN that the County of Glenn will accept sealed bids for Countywide Imaging Solution at Clerk of the Board office located at 525 W. Sycamore Street, Willows, CA 95988 until **Friday, June 16, 2017 at 1:30pm. Sealed bids must be clearly marked "Countywide Imaging Solution Bid"**. The sealed bid proposals must be received by Clerk of the Board on or before the bid deadline.

The request for Proposal documents may be obtained by contacting Di Aulabaugh at Clerk of the Board, 525 W. Sycamore Street, Willows, CA 95988. Requests may be made in person, by mail or by emailing boardclerk@countyofglenn.net . Interested vendors can also download the complete bid package on the Glenn County website at: <http://www.countyofglenn.net/govt/bids>

Each proposal must be submitted in a format consistent with requirements of the Request For Proposal (RFP) and contain a statement as to whether the proposer is a local vendor as it is the policy of this county that in determining the best or lowest price, county officers shall give local vendors or contractors a five percent advantage over vendors whose place of business is outside of Glenn County (Glenn County Code 4.04.080).

Glenn County may reject any proposal not in compliance with all prescribed public contracting procedures and requirements and may, for good cause, reject any and all proposals upon a finding of the County that it is in the public interest to do so.

Proposals will be accepted Friday, June 16, 2017 at 1:30pm. The proposal shall include the name of the individual who will serve as the prime contact in responding to questions or finalizing the service specifications.

Bid results will be posted on County of Glenn website at: <http://www.countyofglenn.net/govt/bids>

All other questions relating to the RFP must be submitted in writing or via e-mail.

Di Aulabaugh Clerk of the Board
Glenn County Board of Supervisors