

April 9, 2026

Baldwin County Hon. Judge Harry D'Olive
Baldwin County Office of the Probate Judge
220 Courthouse Square
Bay Minette, AL, 36507

Data and Image Upload into Cloud Records

SUBMITTED BY:

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Historical Record Upload Proposal

Faith in Government is largely measured by how quickly they respond to and accommodate citizen needs, both online and off. We are committed to being exceptional partners with agencies nationwide as we work together to bridge the growing gap between the analog and digital ages.

Scope of Work:

GovOS will load images and data into Cloud Records

- Range of images: Historic through 1995
- Approximately 53,744 images

Project includes the following:

- County will provide GovOS access to hard drive or FTP containing images scanned by another vendor. Each folder is named by Book #.
- Files will be delivered in a format this meets GovOS requirements for loading – multi- page TIFFs with identifier to link document in CloudRecords.
- GovOS conversion team will review and inventory the files from Baldwin to ensure all files are in expected format and no gaps exist.
- GovOS conversion team will write converters to align with the unique loads – one to link to existing data and update page counts, one to create documents in CloudRecords, add index data, update page counts and link images.
- GovOS is not responsible for quality or accuracy of data or images that are received for loading.
- GovOS will QA loads and run error reports. If any errors are identified and are related to the files received, GovOS will review with the County.
- GovOS will then push documents/images to Cloud Search so they are searchable.

Project Pricing:

Baldwin County – Data and Image Load and Pushing to Cloud Search

Service	Notes	Fee
Data and Image Load	GovOS is offering a flat fee for Baldwin County	\$7,000
Re-Loads	If GovOS needs to do re-loads of data or images due to issues with data/images received, there is a \$500 per load fee. GovOS will get County’s agreement prior to completing work.	\$500 per load

