

KOFILE TECHNOLOGIES

September 5, 2018

*3/15 8:35
Reviewed by TXMAS

Honorable Arturo Guajardo, Jr.
Hidalgo County Clerk
P.O. Box 58
Edinburg, TX 78540

Dear Hon. Arturo Guajardo, Jr.,

This proposal provides pricing for Phase I of the Hidalgo County Clerk's *Preservation of the Records Archive Project*.

This proposal is presented by Kofile Technologies, Inc. (Kofile) via its TXMAS Contract No. **TXMAS-18-3602**. Please reference this contract number on the resulting PO. Without a signed agreement, all prices are good for 90 days.

HIDALGO COUNTY CLERK PRESERVATION OF PERMANENT RECORDS PHASE I.A							
PHASE	RECORDS SERIES	VOLUME	LEVEL OF SERVICE	UNIT PRICE	QUANTITY		PRICE QUOTE
					ESTIMATED PAGE	VOLUME	
PHASE I.A	Deed Record	1106-1323	PRV*	\$2,520.00/Book	1,000 Pages/Book	218 vols.	\$549,360.00
TOTAL					~218,000	218 vols.	\$549,360.00

Kofile can prepare a 'Shopping Cart' in TxSmartBuy <www.txsmartbuy.com/> and 'share' it with the County to complete its purchase.

TEXAS CO-OP MEMBER LISTING FOR HIDALGO COUNTY	
CO-OP #: C1080	Expiration: 13-MAR-2019

TXMAS-18-3602 BILLING LINE ITEMS	PART NO.	HIGP	DESCRIPTION	UNIT PRICE	QUANTITY	LINE TOTAL	PHASE TOTAL
	PRV701	96272	Record Book Preservation by Page	\$2.52/Page	218,000	\$549,360.00	\$549,360.00

COUNTY ACCEPTANCE

► Pricing is based on a Good Faith Estimate of page counts. For this particular phase and inventory, pricing is presented at a per book cost. Where applicable in the overall project, billing occurs on actual page counts; not to exceed the County's P.O. without authorization.

Signature of Authorized County Representative and Title

Date

Records receive the following services as identified in the corresponding pricing table.

- PRV*—Limited Preservation (Conserve, Treat, Deacidify, & Rebind; No Mylar Encapsulation)
 - Surface clean sheets to remove deposits—including dust, soot, airborne particulate, sedimentation, insect detritus, or even biological/mineral contaminants.

6300 CEDAR SPRINGS ROAD, DALLAS, TEXAS 75235
P: 214/ 351.4800 F: 214/ 442.6669 WWW.KOFILE.US

- Remove non-archival repairs or fasteners, such as residual glues, *to the furthest extent possible* without causing damage to paper and inks.
- Mend tears with archival, acid free, and reversible materials—either Japanese tissue and methyl cellulose adhesive or Filmoplast® R (acrylic-based, heat-set tissue).
- Deacidify sheets after careful testing with *Bookkeepers®* magnesium oxide to neutralize acidic inks and paper with an alkaline reserve. Random testing ensures an 8.5 pH with a deviation of no more than $\pm .5$.
- Rebind in a custom-fitted and stamped *Heritage Recorder* binder to match previous work. Each binder is manufactured on a per-book basis and are sized to 1/4" incremental capacities. Index tabs are repaired or replaced, as necessary. A dedication and treatment report is included in the binders.

Please do not hesitate to contact us with any questions.

Sincerely,

Scott Fausto

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