## **CONTRACT FOR SERVICES - LOCAL GOVERNMENT**

State and Local Records Management Division Texas State Library and Archives Commission

THE STATE OF TEXAS ~ COUNTY OF TRAVIS	_	FY_	Code	Type	Number	
SLR Co	ontract Number:	09	306	L-06	003	

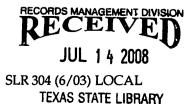
This contract and agreement is entered into by and between the Texas State Library and Archives Commission, the Performing Agency, and the governmental agency shown below as the Receiving Agency, pursuant to the authority granted and in compliance with the provisions of the Interlocal Cooperation Act, Texas Government Code, Chapter 791.

I.	CONTRACTING PARTIES:				
	Receiving Agency Williamson County, Texas				
	TINS No. N/A Contact Person Nancy Rister Phone 512-943-1510 Fax 512-943-1616				
	Performing Agency Texas State Library and Archives Commission				
	Agency Code 306 TINS No. 33063063060013 Contact Person Tim Nolan Phone 512-421-7224				
II.	STATEMENT OF SERVICES TO BE PERFORMED: (If additional space is needed, use Schedule A on Page 3)				
	Convert approximately 450,000 images from CD to film for Williamson County Clerk with a reduction ratio of 24X on a Digital Archive Writer.				
	Duplicate original microfilm roll on 16mm 215mil (Diazo) film which includes processing.				
	Duplicate original microfilm roll on 35mm 100mil (Diazo) film which includes processing.				
	Prepare documents for microfilming. Label all cartons according to content.				
III.	$\cdot$				
	OPTIONAL: Destruction of hard copy after imaging - \$0.02 per pound (recyclable) or \$0.08 per pound (non-recyclable).				
	Duplicate original 16mm 215mil foot rolls - number of original microfilm rolls duplicated (Diazo) x \$9.35 each.				
	Duplicate original 35mm 100mil foot rolls - number of original microfilm rolls duplicated (Diazo) x \$13.35 each.				
	Original microfilm roll (finished product including microfilming on a Digital Archive Writer, processing, microfilm, cartons and labels) - number of documents microfilmed x \$0.0250 each.				
	Document preparation - number of hours spent preparing documents x \$13.25 each.				
IV.	CONTRACT AMOUNT:				
	An estimated amount of: \$20,000.00 Twenty Thousand and No/100 Dollars				
	(figures and words)				
	e amount of this contract will depend on the amount of services requested of Performing Agency by the Receiving ency.				
V.	PAYMENT FOR SERVICES: Receiving Agency shall pay for services received based upon invoices drawn by the Receiving Agency payable to the Texas State Library and Archives Commission (SLRM).				
	Payments for service performed shall be billed:				
	(weekly, monthly, lump sum, etc.)				

Payments received by the Texas State Library and Archives Commission, State and Local Records Management Division, shall be credited to current appropriation item(s) or account(s) from which the expenditures of that character were originally made. The Receiving Agency shall remit payments within 30 days of receipt of invoice to the Texas State Library & Archives Commission (SLRM) at the following address:

Accounts Receivable P.O. Box 12516 Austin, Texas 78711-2516 Questions concerning billing and accounting transactions related to this contract should be directed to the attention of the Offices Services Manager - State and Local Records Management Division at the address in Section V or by calling (512) 454-2705 x124.

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VI. TERMS OF CONTRACT: (1	Ferm of contract cannot transcend the fiscal year.)	
This contract is to begin	upon approval by both the receiving and performing agencies	and
shall terminate	August 31, 2009	
contract, either party must submi 30 days prior to the intended terr Number, and must be dated and The date of actual contract termir appropriate and efficient disposit for services performed under this	TRACT:  reither party, provided the following conditions are met. To terminate it a written notice of intent to terminate the contract to the other party a mination date. The termination notice must reference the SLRM Contractions by the state agency head, or the appointed records managementation must be mutually agreed to in writing by both parties to allow for the first of all records in micro-conversion at the time of cancellation notices contract on or before the termination date will be the responsibility of liculated as outlined in Section III, Bases For Calculating Reimbursable of the contract of the contract of the section III, Bases For Calculating Reimbursable of the contract of the contract of the section III, Bases For Calculating Reimbursable of the contract of the contract of the section III, Bases For Calculating Reimbursable of the contract of the co	at least act nt officer. or e. Payment f the
submitted to the Receiving Agen	contract, including any attachments, addenda, and/or exhibits, if any, coy. If the Receiving Agency accepts the terms and conditions of the contract and return one copy to:	
	State and Local Records Management Division Texas State Library and Archives Commission Attn: Intergovernmental Contract Specialist P.O. Box 12927 (regular mail) 1201 Brazos (overnight mail) Austin, TX 78711-2927	
necessary and essential for activit agencies, (2) the proposed arrang government, and (3) the services,	CTING PARTIES do hereby certify that, (1) the services specified above ties that are properly within the statutory functions and programs of the gements serve the interest of efficient and economical administration of supplies, or materials contracted for are not required by Section 21 of a supplied under contract given to the lowest responsible bidder.	ne affected
RECEIVING AGENCY further ce	ertifies that it has the authority to contract for the above services by aut	thority
granted in	Texas Government Code, Chapter 791.025 (Statute, Constitution, Special Provision of Appropriation Bill)	



authority granted in \_\_\_\_

PERFORMING AGENCY further certifies that is has the authority to perform the services contracted for by

Texas Government Code, Chapters 441 and 791 (Statute, Constitution, Special Provision of Appropriation Bill)

## SCHEDULE A

II.	STATEMENT OF SERVICES TO BE PERFORMED: (Continued from Page 1)		
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III.	BASES FOR CALCULATING REIMBURSABLE COSTS: (Continued from Page 1)		
	This section intentionally left blank.		
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The undersigned parties bind themselves to the faithful performance of this contract. It is mutually understood that this contract shall not become effective until signed by both parties below.

## RECEIVING AGENCY

	Williamson County, Texas
	Name of Agency
By:	na //
/	Authorized Signature
	COUNTY JUDGE
	Title
Date:	8 5 08

## PERFORMING AGENCY

Bv:	Texas State Library and Archives Commission  Name of Agency	- 00%
-,	Authorized Signature Assistant State Librarian	- 48 Van
Data	Title 07-11-68	
Date:	0 (-11-08	_