

APR 11 2022

Approved

REQUEST FOR AGENDA PLACEMENT FORM

Submission Deadline - Tuesday, 12:00 PM before Court Dates

SUBMITTED BY: Becky Ivey TODAY'S DATE: 4/5/2022

DEPARTMENT: X County Clerk

SIGNATURE OF DEPARTMENT HEAD: X Becky Ivey

REQUESTED AGENDA DATE: X 4/11/2022

SPECIFIC AGENDA WORDING:

Consideration of the Purchase of an Archival Shelving Solution for Discharge Records, Deed Records and Indexes from Kofile Preservation for the County Clerk, with purchase to be made under the State of Texas Comptroller of Public Accounts Texas Multiple Award Schedule (TXMAS), Contract No. TXMAS-18-3602, for a total of \$6,543.28 to be paid for with budgeted funds from the Records Management Fund.

PERSON(S) TO PRESENT ITEM: Becky Ivey - County Clerk

SUPPORT MATERIAL: (Must enclose supporting documentation)

TIME: 10 min. **ACTION ITEM:** XX

WORKSHOP: _____

(Anticipated number of minutes needed to discuss item) **CONSENT:** _____

EXECUTIVE: _____

STAFF NOTICE:

COUNTY ATTORNEY: XX **IT DEPARTMENT:** _____

AUDITOR: XX **PURCHASING DEPARTMENT:** XX

PERSONNEL: _____ **PUBLIC WORKS:** _____

BUDGET COORDINATOR: XX **OTHER:** _____

*****This Section to be completed by County Judge's Office*****

ASSIGNED AGENDA DATE: _____

REQUEST RECEIVED BY COUNTY JUDGE'S OFFICE _____

COURT MEMBER APPROVAL _____ Date _____

March 18, 2022

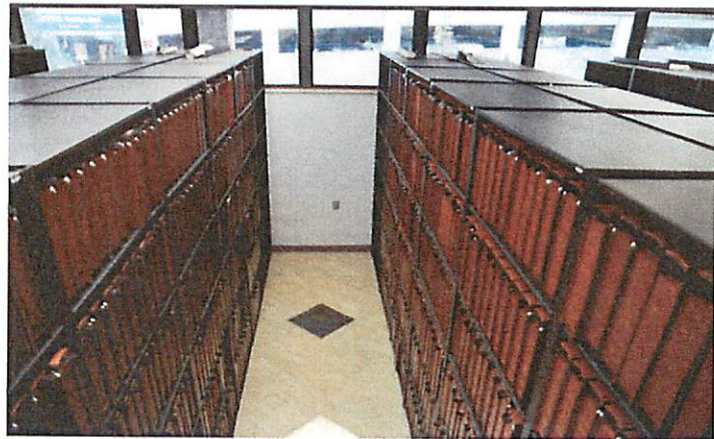
Honorable Becky Ivey
Johnson County Clerk
Guinn Justice Center
204 S. Buffalo Avenue, #407 (P.O. Box 662)
Cleburne, TX 76033

Dear Hon. Becky Ivey,

Kofile Technologies, Inc. (Kofile) presents a quote for custom shelving for the Johnson County Clerk's Office. Please note that all pricing is good for 90 days. Our solution provides a cost-effective method of maximizing the available storage footprint with high density shelving, 4Post™ Shelving.

HIGH DENSITY SOLUTION

Kofile considered many factors when designing its shelving solution. This includes the effects that the shelving materials will have on the archival materials they will hold, as well as the surrounding environment. This shelving has a custom finish with an archival-quality, environmentally-friendly paint that will not off-gas and damage documents.



Johnson County can rest assured that this shelving will not buckle or deteriorate. These units are also beneficial because they allow for easy expansion should the Recorder wish to re-arrange the units or add more units in the future.

SHELVING SCHEMATICS

The Johnson County's custom schematics include steel back panels, 20"D case style uprights, kick plates, un-slotted shelving, shelf reinforcements, and shelf supports. All 4Post™ Shelving comes with a lifetime warranty. This system is approved for archives. Each unit of shelving has a capacity of approximately 50-65 binders.

Each unit features interlocking keyhold uprights in addition to double rivet shelf supports to maximize the durability and versatility of the units. The units can hold volumes up to 20"D, and they are assembled without the use of bolts, nuts, or clips. This system allows for single-entry units for placement against a wall and double-entry units for placement of units back-to-back. Units are also designed "mobile ready" to allow for storage expansion and conversion to a TrakSlider System if needed.

PAINT FINISH

4Post™ Shelving is available in a textured powder-coated finish with a variety of colors. All steel parts are thoroughly cleaned using a three-stage iron phosphate washer and then coated with an Epoxy-Hybrid powder coat finishing using a state-of-the-art electrostatic



paint system. Powder coating provides a superior, attractive, uniform finish that is more durable, scratch and corrosion resistant, and environmentally friendly than liquid paint. Kofile only uses the most advanced painting technologies that are EPA tested and approved. The powder coat is solvent free and environmentally safe.

QUALITY ASSURANCE PLAN

Kofile staff complete installation. Kofile staff take the volumes off the shelves and return the volumes to the shelves. We do not leave behind debris for the County to address. Before installation, Kofile checks the delivery inventory for errors and damage. Each component is inspected. After assembly, each shelf is cleaned and volumes are installed. Kofile guarantees to exceed the County's expectations for quality and excellence.

PROJECT SOLUTION & PRICE QUOTE


This project is presented via TXMAS Contract No. **TXMAS-18-3602**. Please reference this contract number on the P.O. Without a signed Agreement, prices are good for 90 days. Pricing includes all labor, materials, rigging services, and transportation services required to pack, load, unload, and install shelving. Please allow 6-8 weeks for delivery.

Upon purchase of this TXMAS project, Johnson County reports the order online on the TxSmartBuy System at <www.txsmartbuy.com/>.

STATE OF TEXAS CO-OP MEMBER LISTING FOR JOHNSON COUNTY	
LINK	https://comptroller.texas.gov/auto-data/purchasing/co-op/c1260.php
CO-OP #	C1260
CONTACT	Ralph McBroom, pur@johnsoncountytexas.org , 817-556-6839
EXPIRATION	07/02/22

The following TXMAS billing line items are applicable to the project:

JOHNSON COUNTY CLERK ARCHIVAL SHELVING SOLUTION				
PART NO./NIGP	UNIT DESCRIPTION	Unit Price	Qty.	PRICE QUOTE
POST706/42500	4Post™ Shelving Unit 1012036 (101.75"H x 20"D x 36"W; Six Shelves; Color is T45 Dark Gray Metallic) (Custom unit—will measure 52"H)	\$1,635.82	4	\$6,543.28
			TOTAL	\$6,543.28

COUNTY ACCEPTANCE	
 <hr/> <i>Signature/Title of Authorized County Representative</i>	<u>4-11-22</u> <hr/> <i>Date</i>



Kofile has prepared a 'Shopping Cart' in TxSmartBuy for the County to complete its purchase—see link: [https://852252.secure.netsuite.com/c.852252/checkout/login.ssp?&n=2&sc=1&cartid=14064813&sender=preserve@kofile.com&datetime=2022 3 17 11 22](https://852252.secure.netsuite.com/c.852252/checkout/login.ssp?&n=2&sc=1&cartid=14064813&sender=preserve@kofile.com&datetime=2022%203%2017%2011%2022)

Please do not hesitate to contact us with any questions.

Sincerely,

Miriam Gray

Miriam Gray
Account Executive

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