

FEB 08 2016

REQUEST FOR AGENDA PLACEMENT FORM

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

SUBMITTED BY: Becky Ivey TODAY'S DATE: February 1, 2016

DEPARTMENT: X County Clerk

SIGNATURE OF DEPARTMENT HEAD: X _____

REQUESTED AGENDA DATE: X February 8, 2016

SPECIFIC AGENDA WORDING: Consideration of Purchase of Six Units of Custom Shelving for Disaster Safe County Binders to be Returned with Newly Preserved Volumes from Kofile Technologies (to be Paid from the County Clerk's Records Management Fund -0210-4030-54000-GG in the amount of \$9,000.00)

PERSON(S) TO PRESENT ITEM: Becky Ivey

SUPPORT MATERIAL: (Must enclose supporting documentation)

TIME: 5 min

ACTION ITEM: XX

WORKSHOP: _____

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

EXECUTIVE: _____

STAFF NOTICE:

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

AUDITOR: _____ **PURCHASING DEPARTMENT:** XX

PERSONNEL: _____ **PUBLIC WORKS:** _____

BUDGET COORDINATOR: _____ **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 _____

KOFILE TECHNOLOGIES

January 25, 2016

Honorable Becky Ivey
Johnson County Clerk
Guinn Justice Center, 204 S. Buffalo Avenue
Cleburne, TX 76033

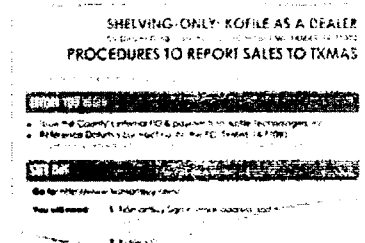
RE: Archival Shelving Solution

Dear Hon. Becky Ivey,

Kofile Preservation, Inc. now known as Kofile Technologies, Inc. (Kofile) presents a quote for six units of custom shelving for the *Disaster Safe County Binders™* (DSBs) returning with the newly preserved volumes. 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™*.

This quote is presented via TXMAS Contract No. **TXMAS-14-71080**. Kofile is a dealer under this contract as maintained by Datum Filing Systems, Inc. Upon purchasing approval, please:

1. Issue a County Purchase Order (P.O.) to Kofile, referencing TXMAS Contract No. **TXMAS-14-71080** on the P.O.
2. Report the purchase via TxSmartBuy www.txsmartbuy.com/ per the attached instructions (as seen right). The purchase is reported via Datum Filing System, Inc.'s TXMAS contract, referencing Kofile as a dealer.



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.

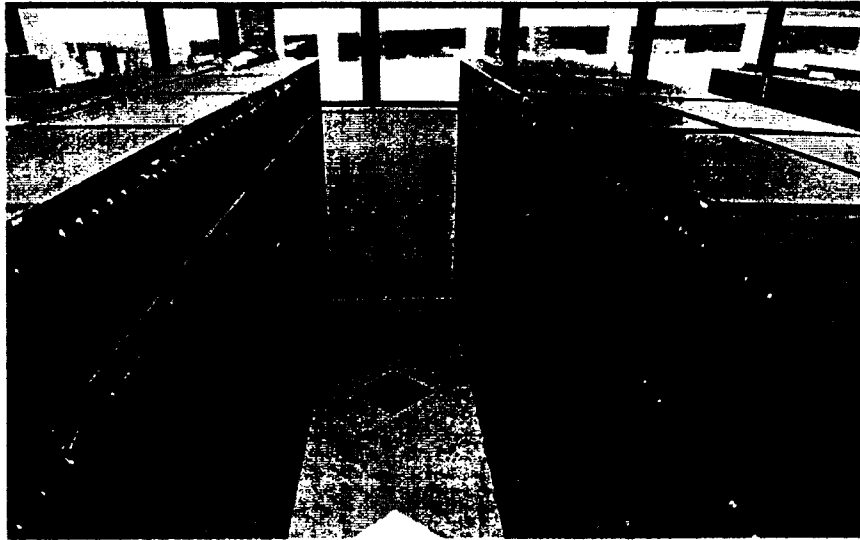
Kofile understands that the DSB is heavier than normal due to its disaster-safe components. Other systems may buckle or break when tasked with housing DSBs. The Johnson County Clerk can rest assured that this shelving will not buckle or deteriorate. These units are also beneficial because they allow for easy expansion should the County Clerk wish to re-arrange the units or add more units in the future.

SHELVING SCHEMATICS

The Johnson County Clerk'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™* Systems come with a lifetime warranty.

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

4Post Shelving™ is archive-approved, and 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.

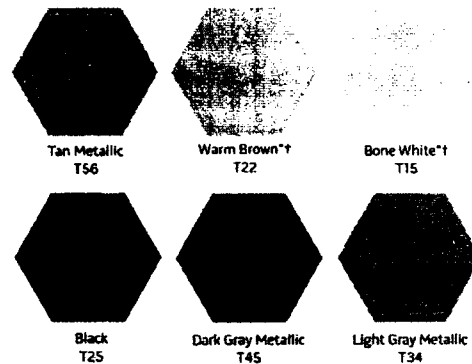


This system allows for single-entry units for placement against a wall and double-entry units for placement of units back-to-back. Units are also designed "mobile ready" to allow for storage expansion and conversion to a TrakSlider System if needed.

PAINT FINISH

4Post Shelving™ is available in a textured powder-coated finish with a variety of colors—see the following page. 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

Pricing includes all labor, materials, rigging services, and transportation services required to pack, load, unload, and install shelving. Kofile staff complete installation. Kofile staff take the volumes off the shelves and return the volumes to the shelves at the project conclusion. We do not leave behind volumes and debris for the County staff to address.

Before installation, Kofile personnel check the delivery inventory for errors and damage. Each component is then inspected and assembled. 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

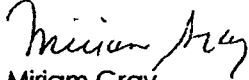
Kofile will perform 100% of the work. Each unit of shelving has a capacity of approximately 50 Disaster Safe County Binders™. Please see the attached schematic illustrating the units presented for Johnson County.

The pricing listed includes installation and labor costs. Please allow 6—8 weeks for delivery. Estimated freight on this proposal is based on dock to dock delivery.

JOHNSON COUNTY CLERK ARCHIVAL SHELVING SOLUTION					
NIGP CODE	ITEM	QTY.	DIMENSION PER UNIT	COLOR	PRICE QUOTE
42500	4Post Shelving™	6 Units	36"W x 20"D x 101 3/4" H	TBD	\$7,989.00
ESTIMATED FREIGHT CHARGE (includes a \$75.00 crate fee)					\$1,011.00
PROJECT TOTAL					\$9,000.00

Please do not hesitate to contact us with any questions.

Sincerely,

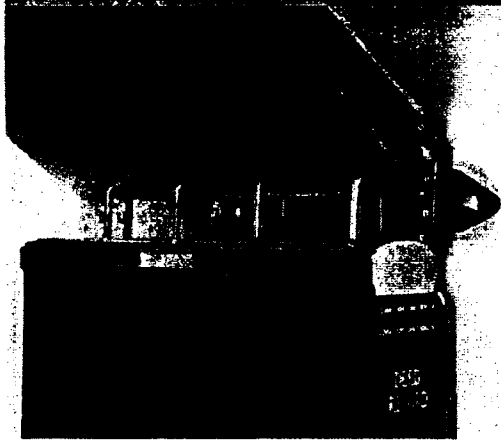
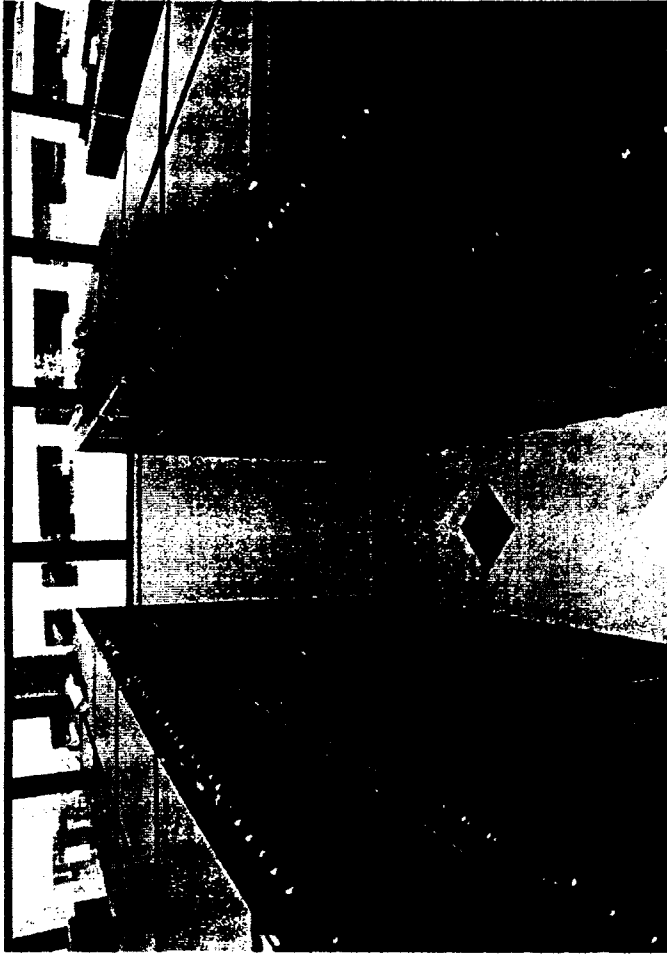
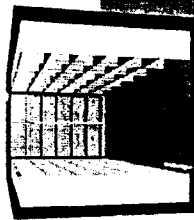


Miriam Gray
Account Manager
miriam.gray@kofile.us

sgr

ENC: 4Post™ Shelving Flyer
Shelving Schematic

REDUCE STORAGE FOOT PRINTS



DISASTER SAFE COUNTY BINDER™ (DSB)

The DSB has a polyurethane foam insert to physically support the book block (see left).

Encapsulation allows documents to hang from the posts. This function enables library-style storage (see above center).

4POST™ SHEVLING

Designed for DSBs, this archive approved shelving boasts a textured powder-coated finish in a variety of colors.

It's superior, attractive, uniform finish is more durable, better for long-term shelving, and corrosion resistant and to require less environmentally friendly than liquid paint.

THE RESULT

Save numerous dollars and square footage wasted by outdated storage methods.

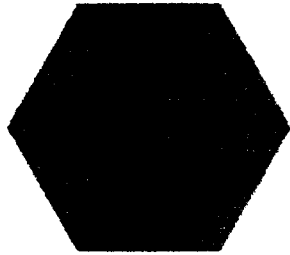
Also, book ends are not needed because the DSB sits upright independently. Thus,

TX 75138 VT 05597 NV 89167 NC 27537

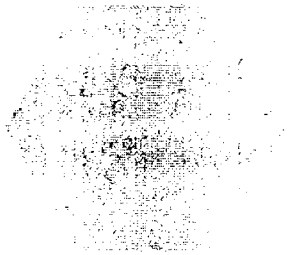
KOFILE TECHNOLOGIES

4POST™ SHELVING

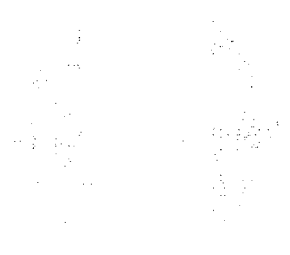
STANDARD PAINT FINISHES



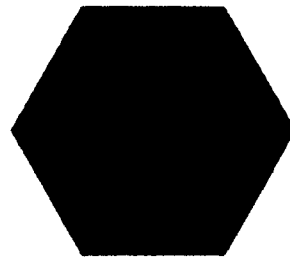
Tan Metallic
T56



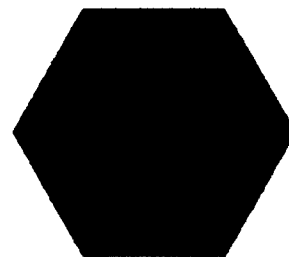
Warm Brown*†
T22



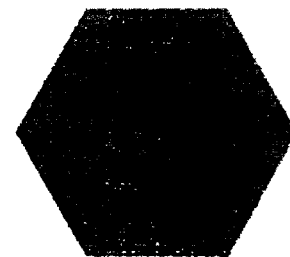
Bone White*†
T15



Black
T25



Dark Gray Metallic
T45



Light Gray Metallic
T34

All products are painted with an electrostatic powder coat paint, ensuring a consistent, high quality, durable finish. Kofile only uses the most advanced painting technologies that are EPA tested and approved. Powder coat is solvent free and environmentally safe.

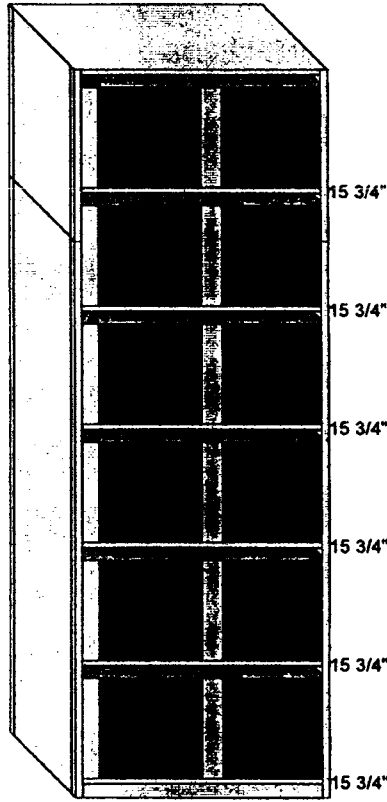
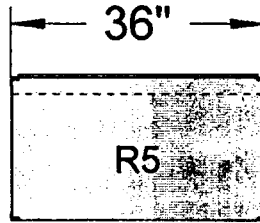
UNITS

SHELF COUNT	HEIGHT	DEPTH	WIDTH
4	68.75"	20"	36" or 42"
5	85.25"	20"	36" or 42"
6	101.75"	20"	36" or 42"



WWW.KOFILE.US
INFO@KOFILE.US
214.351.4800

6300 CEDAR SPRINGS ROAD
DALLAS, TEXAS 75235



36"W x 20"D
H=101 3/4"

Quote is for (6)
starter units.

11 BOOKS PER SHELF
66 PER UNIT

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DEALER Kofile Technologies, Inc.	IT IS THE RESPONSIBILITY OF THE SELLING DEALER TO VERIFY ANY & ALL DIMENSIONS SHOWN ON THIS DRAWING, ESPECIALLY THOSE SUPPLIED BY THE CUSTOMER. ANY ORDER PLACED FROM THIS DRAWING INDICATES THAT THE DIMENSIONS SHOWN HERE ARE CORRECT. PLEASE SIGN THIS DRAWING BELOW TO VERIFY ALL ITEMS ARE CORRECT. DATE IT AND SEND ALONG WITH YOUR ORDER.	SCALE 1:25	TITLE Johnson County Clerk		
CUSTOMER		REVISED BY	DATE	REP CODE SRT	DRAWING NUMBER SRT11179SRM
AREA REFERENCE		APPROVED BY	DATE	DRAWN BY SRM	DATE 1.13.16

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