

APR 8 2019

Approved

REQUEST FOR AGENDA PLACEMENT FORM

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

SUBMITTED BY: Ralph McBroom

TODAY'S DATE: March 26, 2019

DEPARTMENT: Purchasing

DEPARTMENT HEAD: Ralph McBroom

REQUESTED AGENDA DATE: April 8, 2019

SPECIFIC AGENDA WORDING: Consideration and approval of an Archival Shelving Solution from Kofile Preservation for the County Clerk. The purchase will be made under the State of Texas Comptroller of Public Accounts Texas Multiple Award Schedule (TXMAS) Contract No. TXMAS-18-3602 and will be for a total of \$7,514.59. Funds will be pulled out of the Records Management fund.

PERSON(S) TO PRESENT ITEM: Ralph McBroom C.P.M.

SUPPORT MATERIAL: (See attached)

TIME: 5 min

(Anticipated number of minutes needed to discuss item)

ACTION ITEM: X

WORKSHOP

CONSENT:

EXECUTIVE:

STAFF NOTICE:

COUNTY ATTORNEY: X

AUDITOR:

PERSONNEL:

BUDGET COORDINATOR:

IT DEPARTMENT:

PURCHASING DEPARTMENT:

PUBLIC WORKS:

OTHER: County Clerk

*****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

March 14, 2019

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

RE: Archival Shelving Solution

Dear Hon. Becky Ivey,

Kofile Technologies, Inc. (Kofile) presents a quote for five 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™*.

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.



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.

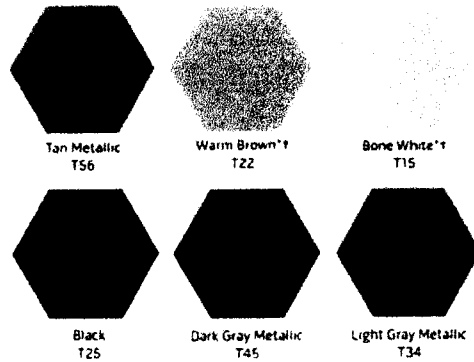
4Post Shelving™ is archive-approved, and each unit features interlocking keyhold uprights in addition to double rivet shelf supports to maximize the durability and versatility of the units. The units can hold volumes up to 20"D, and they are assembled without the use of bolts, nuts, or clips.

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.

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

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 PRICING

This quote is presented via Kofile's TXMAS Contract No. **TXMAS-18-3602**. To purchase via TXMAS, please reference this contract number on the County's PO. Prices are good for 90 days without a signed agreement.

Please note that our pricing is inclusive of any shipping, handling, and installation charges. Kofile will perform 100% of the work. The pricing listed is net—it includes freight, installation, and labor costs. Each unit of shelving has a capacity of approximately 50 Disaster Safe County Binders™. Please allow 6—8 weeks for delivery.

JOHNSON COUNTY CLERK ARCHIVAL SHELVING SOLUTION					
TXMAS PART NO.	NIGP CODE	DESCRIPTION	UNIT PRICE	UNIT QTY.	PRICE QUOTE
POST703	42500	4Post™ Shelving Unit 852036	\$1,380.23 Unit	1	\$1,380.23
POST706	42500	4Post™ Shelving Unit 1012036	\$1,533.59 Unit	4	\$6,134.36
PROJECT TOTAL					\$7,514.59

<p>COUNTY ACCEPTANCE</p> <p><i>[Signature]</i></p> <p>Signature of Authorized County Official/Title County Judge</p>	<p><i>04/08/19</i></p> <p>Date</p>
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KOFILE TECHNOLOGIES

TXMAS REPORTING REQUIREMENTS

Upon purchase of a TXMAS project, the County reports the order on the TxSmartBuy System

<www.txsmartbuy.com/>.

Johnson

County's CO-OP Listing per the Texas

Comptroller of Public Accounts' (CPA)

website:

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; ramcbroom@johnsoncountytexas.org
Expiration	26-JUN-2019

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

Please do not hesitate to contact us with any questions.

Sincerely,

Miriam Gray

Miriam Gray

Account Manager

miriam.gray@kofile.us

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