

DEC 23 2019

Approved

REQUEST FOR AGENDA PLACEMENT FORM

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

SUBMITTED BY: Ralph McBroom
TODAY'S DATE: December 12, 2019

DEPARTMENT: Purchasing

DEPARTMENT HEAD: Ralph McBroom

REQUESTED AGENDA DATE: December 23, 2019

SPECIFIC AGENDA WORDING: Consideration and approval of Preservation of Historical Deeds and Indexes, County Court Minutes and Marks and Brand Books 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 \$549,469.62. Funds will be pulled out of the Records Archive 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 _____



August 19, 2019—revised December 4, 2019

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,

The proposal addresses 164 volumes of permanent retention record books for the Johnson County Clerk's Office (with a Good Faith Estimate of 103,390 pages). Kofile Technologies, Inc. (Kofile) will address all of the necessary services for these assets.

Recommended preservation services include conservation treatments, deacidification, mending, encapsulation, rebinding. Only the Deeds of Trust and County Court Minutes will receive archival imaging (including capture, processing, and enhancements), and security backups on archival microfilm. The location of work for this project is Kofile's Conservation and Digitization Laboratory in Dallas, TX. Also included is pricing for archival shelving units to house the returning volumes.

Kofile proposes a unique solution that no other vendor can offer. This project addresses the preservation, long-term management, and digital access of this collection. Preservation insures the survival of **source originals** for the application of future technologies.

PROJECT UNDERSTANDING

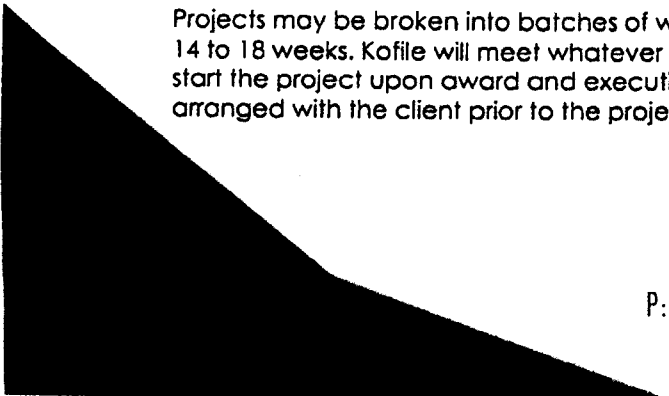
At Kofile, each project is unique and deserves special attention. Preservation minimizes chemical and physical deterioration to prolong the existence and useful life of the original format. Oftentimes, this includes preserving and removing the original from public access, and creating a security copy. Preservation can incorporate conservation, treatment, stabilization, preventative care, or digitization—or maintenance or repair.

Kofile performs all services in accordance with the *Code of Ethics & Guidelines for Practice* of the American Institute for Conservation of Historic & Artistic Works (AIC).

PRESERVATION PROJECT TIMELINE

Kofile's Facility in Dallas, TX, is highly capable to successfully and timely complete this project. Kofile does not seek work that it cannot professionally complete within a reasonable and agreed-upon time schedule. This statement can be verified by our references (provided upon request). Kofile works with our client's and any budget or timing constraints to ensure that the project is completed to satisfaction.

Projects may be broken into batches of work to shorten turnaround. A batch will run along 14 to 18 weeks. Kofile will meet whatever reasonable timeline the County requires and will start the project upon award and execution of contract. Pickup and delivery is pre-arranged with the client prior to the project start.



6300 CEDAR SPRINGS ROAD, DALLAS, TEXAS 75235
P: 214.442.6668 F: 214.442.6669 WWW.KOFILE.US



Preservation projects are unique in that the work determines the schedule, response times, and completion date. Each job is individual and unique. The condition of the record determines how quickly it moves through the preservation process. Usually, older records suffer from extreme deterioration and require more attention. As the collection is processed in controlled batches and the age of the records decreases, production rate increases.

ACCESSIBILITY OF RECORDS

Records held at Kofile are viewed as private and confidential and treated as such. Kings County is guaranteed access to records via email or toll-free fax at our expense. Upon receipt of a 'Hot Shot' (a records request), Kofile will flag the requested record and verify inventory control, pull supporting paperwork, and email/fax a response to the approved requester or alternate. The turnaround time for a Hot Shot will meet or exceed the County's requirements.

Please note that all records (including volumes, documents, digital images, metadata, or microfilm) serviced by Kofile shall remain the property of the County. This policy is applicable to any agreement, verbal or written, between Johnson County and Kofile.

- ▶ The records are not used by Kofile other than in connection with providing the services pursuant to any agreement between Kofile and the County. Records are not disclosed, sold, assigned, leased, or otherwise provided to third parties. The records are not commercially exploited by or on behalf of Kofile, its employees, officers, agents, invitees, or assigns, in any respect.

SCOPE OF SERVICES

Records receive the following services as appropriate.

(PRV) Preservation (Conservation Treatments, Deacidify, Encapsulate, & Bind)

- A permanent log is created for each volume to record condition, page order, and services treatments. A final quality check references this log.
- Dismantle volumes. Sheets are inspected and control numbered as necessary.
- Surface clean sheets to remove deposits. This includes dust, soot, airborne particulate, sedimentation, insect detritus, or even biological/mineral contaminants. Tools include a microspatula, soft dusting brush, latex sponge, powdered vinyl eraser, or soft black eraser.
- Remove any non-archival repairs or fasteners, such as residual glues. All tape and previous mends to be reduced to the extent possible without causing damage to paper and inks.
- Mend tears with archival, acid free, and reversible materials. Mending is accomplished with either Japanese tissue and methyl cellulose adhesive, or Filmoplast R® (an acrylic based and heat set tissue). Kozo paper, in both natural and white finish, is used due to its strength and transparency after application.
- Deacidify each side of each sheet with Bookkeepers® after careful testing. This commercial solution of magnesium oxide deacidifies (or neutralizes) acid inks and paper by providing an alkalize reserve. This chemical is inert and safe, and does not degrade the sheet. Once the buffer is applied, the paper's pH is slowly altered. Random testing ensures an 8.5 pH with a deviation of no more than $\pm .5$.
- Encapsulate each sheet in a Lay Flat Archival Polyester Pocket™. Each custom envelope is composed of SKC Films, Skyroll SH72S® Mylar and includes a patented lay flat design. This envelope is welded to prevent invasion of atmospheric pollutants. Dimensions match the "book block" with a 1 1/4" binding margin.
- Re-bind in custom-fitted and stamped *Disaster Safe County Binders™* (DSB). A volume may return split, depending on page count. A dedication treatment report is included in the binder. Index tabs are repaired or replaced, as necessary.

(IM) Archival Imaging (Capture, Processing, & Enhancement)

- Capture images at a minimum of 300 dpi at 256 gray levels, ensuring the highest quality for poor contrast and readability. Gray-scale ensures optimum resolution.
- Images accumulate as Group IV bi-tonal images in a standard TIFF or PDF format.
- Image Perfect, Kofile's proprietary software, ensures the optimum image quality and uniformity with custom image clean up and enhancements such as deskew, despeckle, character repair, and zonal processing.
- If requested, annotations (Book, Volume, and Page) are electronically added on the digital image. Custom annotations (are offered upon request.
- Images are named (for the directory file structure) by Book, Volume, and Page.
- Index images receive image stitching, if necessary, if entries horizontally span the length of more than one page.
- When multiple documents (Deeds, Birth Record, etc.) exist on a single page, images are split so that each document is viewable individually.
- Each image is certified and sight checked to ensure there are no missing pages, double feeds, and to account for "A" pages (added to the original).
- County receives a MASTER in a medium suitable to the project size (e.g., thumb drive, hard drive, DVD, CD).
- Kofile can hold a security copy of all digital images for safekeeping. Kofile does not sell, distribute, or grant unauthorized access to County records.




PROJECT 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. All pricing is based on a Good Faith Estimate of page and images counts. Billing occurs on actual counts per the unit pricing herein; not to exceed the P.O. without permission.

**JOHNSON COUNTY CLERK
PROJECT OVERVIEW**

RECORDS SERIES TITLE	VOLUMES	DATE RANGE	QUANTITY		LEVEL OF SERVICE	PRICE QUOTE		
			VOL.	PAGES		(PRV) PRESERVATION	(IM) ARCHIVAL IMAGING	LINE TOTAL
Deed Record	91-205		115	73,600	PRV	\$373,152.00		\$373,152.00
Direct Index to Deeds	2, 5-7, A-Z	1883-1929	18	11,280	PRV	\$4,056.00		\$67,383.20
Reverse Index to Deeds	5-7 A-Z	1902-1929	17	10,880	PRV	\$67,383.20		\$64,723.20
Marks & Brands	2-3		2	800	PRV	\$64,723.20		\$4,056.00
General Index-County Court	2		1	640	PRV	\$3,244.80		\$3,244.80
County Court Minutes	A-B, 5-8, 10-13, 15	1867-1949	11	6,190	PRV IM	\$31,587.02	\$5,323.40	\$36,910.42
TOTAL						\$544,146.22	\$5,323.40	\$549,469.62

<p>COUNTY ACCEPTANCE</p>  <p><i>Signature Title of County Representative</i></p>	<p>Date 12/23/19</p>
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TXMAS REPORTING & BILLING LINE ITEMS

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, ramcbroom@johnsoncountytexas.org , 817-556-6839
EXPIRATION	26-JUNE-2020

The following TXMAS billing line items are applicable to the project (please note that prices are averaged based on the total book count and the itemized pricing herein):

TXMAS BILLING LINE ITEMS

PART NO.	NIGP	DESCRIPTION	UNIT PRICE	QTY.	LINE ITEM TOTAL
PRV701	96272	Record Book Preservation by Page	\$5.07 Page	90,480	\$458,733.60
PRV702	96272	Oversized Record or Index Book Preservation by Page	\$6.09 Page	12,800	\$77,952.00
PRV707	96272	Record Book Preservation by Volume (Minimum Charge)	\$761.42 Book	1	\$761.42
PRV712	96272	Conservation Treatments: Mending Repair (XP)	\$1.58 Page	4,240	\$6,699.20
IMGP702	92030	Archival Imaging of Unbound Positive Manuscript	\$0.86 Image	6,190	\$5,323.40

Kofile can prepare a 'Shopping Cart' in TxSmartBuy and 'share' it with the County to complete its purchase.



PROJECT INVENTORY & ITEMIZED PRICING

The following pages include a breakdown of the project inventory and itemized pricing for each volume. Volumes in which the shortest sheet edge is >12" are considered oversized and incur additional charges.

FORMAT KEY

M Manuscript (handwritten) LL Loose Leaf (Past) Binding XP Very Poor Condition
 T Typescript (typed) BD Sewn Binding XXP Extremely Poor Condition
 PH -Negative Photostat OS Oversized

PROJECT INVENTORY & ITEMIZED PRICING

RECORDS SERIES TITLE	VOLUME	DATE	PAGES	FOR-MAT	BIND-ING	COND-ITION	NOTES	LEVEL OF SERVICE	PRICE QUOTE
Deed Record	91		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	92		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	93		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	94		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	95		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	96		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	97		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	98		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	99		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	100		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	101		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	102		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	103		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	104		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	105		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	106		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	107		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	108		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	109		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	110		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	111		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	112		640	M	BD	Fair		PRV	\$3,244.80

PROJECT INVENTORY & ITEMIZED PRICING									
RECORDS SERIES TITLE	VOLUME	DATE	PAGES	FOR-MAT	BIND-ING	COND-ITION	NOTES	LEVEL OF SERVICE	PRICE QUOTE
Deed Record	113		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	114		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	115		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	116		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	117		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	118		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	119		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	120		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	121		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	122		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	123		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	124		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	125		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	126		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	127		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	128		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	129		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	130		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	131		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	132		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	133		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	134		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	135		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	136		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	137		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	138		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	139		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	140		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	141		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	142		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	143		640	M	BD	Fair		PRV	\$3,244.80

PROJECT INVENTORY & ITEMIZED PRICING

RECORDS SERIES TITLE	VOLUME	DATE	PAGES	FOR-MAT	BIND-ING	COND-ITION	NOTES	LEVEL OF SERVICE	PRICE QUOTE
Deed Record	144		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	145		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	146		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	147		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	148		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	149		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	150		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	151		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	152		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	153		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	154		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	155		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	156		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	157		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	158		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	159		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	160		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	161		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	162		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	163		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	164		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	165		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	166		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	167		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	168		640	M	BD	Fair		PRV	\$3,244.80
Deed Record	169	1919	640	M	BD	Fair		PRV	\$3,244.80
Deed Record	170		640	T	LL	Fair		PRV	\$3,244.80
Deed Record	171		640	T	LL	Fair		PRV	\$3,244.80
Deed Record	172		640	T	LL	Fair		PRV	\$3,244.80
Deed Record	173		640	T	LL	Fair		PRV	\$3,244.80
Deed Record	174		640	T	LL	Fair		PRV	\$3,244.80

PROJECT INVENTORY & ITEMIZED PRICING

RECORDS SERIES TITLE	VOLUME	DATE	PAGES	FOR-MAT	BIND-ING	COND-ITION	NOTES	LEVEL OF SERVICE	PRICE QUOTE
Deed Record	175		640	T	LL	Fair		PRV	\$3,244.80
Deed Record	176		640	T	LL	Fair		PRV	\$3,244.80
Deed Record	177		640	T	LL	Fair		PRV	\$3,244.80
Deed Record	178		640	T	LL	Fair		PRV	\$3,244.80
Deed Record	179		640	T	LL	Fair		PRV	\$3,244.80
Deed Record	180		640	T	LL	Fair		PRV	\$3,244.80
Deed Record	181		640	T	LL	Fair		PRV	\$3,244.80
Deed Record	182		640	T	LL	Fair		PRV	\$3,244.80
Deed Record	183		640	T	LL	Fair		PRV	\$3,244.80
Deed Record	184		640	T	LL	Fair		PRV	\$3,244.80
Deed Record	185		640	T	LL	Fair		PRV	\$3,244.80
Deed Record	186		640	T	LL	Fair		PRV	\$3,244.80
Deed Record	187		640	T	LL	Fair		PRV	\$3,244.80
Deed Record	188		640	T	LL	Fair		PRV	\$3,244.80
Deed Record	189		640	T	LL	Fair		PRV	\$3,244.80
Deed Record	190		640	T	LL	Fair		PRV	\$3,244.80
Deed Record	191		640	T	LL	Fair		PRV	\$3,244.80
Deed Record	192		640	T	LL	Fair		PRV	\$3,244.80
Deed Record	193		640	T	LL	Fair		PRV	\$3,244.80
Deed Record	194		640	T	LL	Fair		PRV	\$3,244.80
Deed Record	195		640	T	LL	Fair		PRV	\$3,244.80
Deed Record	196		640	T	LL	Fair		PRV	\$3,244.80
Deed Record	197		640	T	LL	Fair		PRV	\$3,244.80
Deed Record	198		640	T	LL	Fair		PRV	\$3,244.80
Deed Record	199		640	T	LL	Fair		PRV	\$3,244.80
Deed Record	200		640	T	LL	Fair		PRV	\$3,244.80
Deed Record	201		640	T	LL	Fair		PRV	\$3,244.80
Deed Record	202		640	T	LL	Fair		PRV	\$3,244.80
Deed Record	203		640	T	LL	Fair		PRV	\$3,244.80
Deed Record	204		640	T	LL	Fair		PRV	\$3,244.80
Deed Record	205		640	T	LL	Fair		PRV	\$3,244.80

PROJECT INVENTORY & ITEMIZED PRICING

RECORDS SERIES TITLE	VOLUME	DATE	PAGES	FOR-MAT	BIND-ING	COND-ITION	NOTES	LEVEL OF SERVICE	PRICE QUOTE
Direct Index to Deeds	2	1883-1890	400	M	LL	XP	<i>Heavy Tape</i>	PRV	\$2,660.00
Direct Index to Deeds	5	1902-1906	640	M	BD	XP		PRV	\$4,256.00
Direct Index to Deeds	6	1904-1910	640	M	BD	XP		PRV	\$4,256.00
Direct Index to Deeds	7	1910-1911	640	M	BD	XP		PRV	\$4,256.00
Direct Index to Deeds	A-D	1910-1914	640	M	LL	Good		PRV	\$3,244.80
Direct Index to Deeds	E-K	1910-1914	640	M	LL	Good		PRV	\$3,244.80
Direct Index to Deeds	L-R	1910-1914	640	M	LL	Good		PRV	\$3,244.80
Direct Index to Deeds	S-Z	1910-1914	640	M	LL	Good		PRV	\$3,244.80
Direct Index to Deeds	A-B	1914-1929	640	M	LL OS	Good		PRV	\$3,897.60
Direct Index to Deeds	C-D	1914-1929	640	M	LL OS	Good		PRV	\$3,897.60
Direct Index to Deeds	E-F-G	1914-1929	640	M	LL OS	Good		PRV	\$3,897.60
Direct Index to Deeds	H-I-J	1914-1929	640	M	LL OS	Good		PRV	\$3,897.60
Direct Index to Deeds	K-L-Mc	1914-1929	640	M	LL OS	Good		PRV	\$3,897.60
Direct Index to Deeds	M-N-O	1914-1929	640	M	LL OS	Good		PRV	\$3,897.60
Direct Index to Deeds	P-Q-R	1914-1929	640	M	LL OS	Good		PRV	\$3,897.60
Direct Index to Deeds	S	1914-1929	640	M	LL OS	Good		PRV	\$3,897.60
Direct Index to Deeds	T-U-V	1914-1929	640	M	LL OS	Good		PRV	\$3,897.60
Direct Index to Deeds	W-X-Y-Z	1914-1929	640	M	LL OS	Good		PRV	\$3,897.60
Reverse Index to Deeds	5	1902-1906	640	M	BD	XP		PRV	\$4,256.00
Reverse Index to Deeds	6	1904-1910	640	M	BD	XP		PRV	\$4,256.00
Reverse Index to Deeds	7	1910-1911	640	M	BD	XP		PRV	\$4,256.00
Reverse Index to Deeds	A-D	1910-1914	640	M	LL	Good		PRV	\$3,244.80
Reverse Index to Deeds	E-K	1910-1914	640	M	LL	Good		PRV	\$3,244.80
Reverse Index to Deeds	L-R	1910-1914	640	M	LL	Good		PRV	\$3,244.80
Reverse Index to Deeds	S-Z	1910-1914	640	M	LL	Good		PRV	\$3,244.80
Reverse Index to Deeds	A-B	1914-1929	640	M	LL OS	Good		PRV	\$3,897.60
Reverse Index to Deeds	C-D	1914-1929	640	M	LL OS	Good		PRV	\$3,897.60
Reverse Index to Deeds	E-F-G	1914-1929	640	M	LL OS	Good		PRV	\$3,897.60
Reverse Index to Deeds	H-I-J	1914-1929	640	M	LL OS	Good		PRV	\$3,897.60
Reverse Index to Deeds	K-L-Mc	1914-1929	640	M	LL OS	Good		PRV	\$3,897.60
Reverse Index to Deeds	M-N-O	1914-1929	640	M	LL OS	Good		PRV	\$3,897.60



PROJECT INVENTORY & ITEMIZED PRICING

RECORDS SERIES TITLE	VOLUME	DATE	PAGES	FOR-MAT	BIND-ING	COND-ITION	NOTES	LEVEL OF SERVICE	PRICE QUOTE
Reverse Index to Deeds	P-Q-R	1914-1929	640	M	LL OS	Good		PRV	\$3,897.60
Reverse Index to Deeds	S	1914-1929	640	M	LL OS	Good		PRV	\$3,897.60
Reverse Index to Deeds	T-U-V	1914-1929	640	M	LL OS	Good		PRV	\$3,897.60
Reverse Index to Deeds	W-X-Y-Z	1914-1929	640	M	LL OS	Good		PRV	\$3,897.60
Marks & Brands	2		400	M	BD	Fair		PRV	\$2,028.00
Marks & Brands	3		400	M	BD	Fair		PRV	\$2,028.00
General Index - County Court	2		640	M	LL	Good		PRV	\$3,244.80
County Court Minutes	A	1867-1879	480	M	LL	Good		PRV IM	\$2,846.40
County Court Minutes	B	1879-1882	480	M	LL	Good		PRV IM	\$2,846.40
County Court Minutes	5	1888-1891	640	M	LL	Good		PRV IM	\$3,795.20
County Court Minutes	6	1891-1892	640	M	LL	Good		PRV IM	\$3,795.20
County Court Minutes	7	1893-1895	640	M	LL	Good		PRV IM	\$3,795.20
County Court Minutes	8	1985-1987	640	M	LL	Good		PRV IM	\$3,795.20
County Court Minutes	10	1897-1901	640	M	LL	Good		PRV IM	\$3,795.20
County Court Minutes	11	1901-1906	640	M	LL	Good		PRV IM	\$3,795.20
County Court Minutes	12	1906-1913	640	M	LL	Good		PRV IM	\$3,795.20
County Court Minutes	13	1913-1922	640	M	LL	Good		PRV IM	\$3,795.20
County Court Minutes	15	1939-1949	110	M	LL	Good		PRV IM	\$856.02

**Title info TBD.*

Please let me know if you have any questions.

We look forward to serving Johnson County, and working together for the preservation and access of its public and historical assets.

Sincerely,

Miriam Gray

Miriam Gray
Account Manager
miriam.gray@kofile.us

sgr/cec