

STATE OF TEXAS §
 §
COUNTY OF FORT BEND §

ADDENDUM TO KOFILE TECHNOLOGIES, INC.'S AGREEMENT (Pursuant to TXMAS-23-92001)

THIS ADDENDUM ("Addendum") is entered into by and between Fort Bend County, ("County"), a body corporate and politic under the laws of the State of Texas, and Kofile Technologies, Inc. ("Kofile"), a company authorized to conduct business in the State of Texas (hereinafter each referred to as a "party" or collectively as the "parties").

WHEREAS, subject to the changes herein, the parties have executed and accepted Kofile's Proposal Quote # Q-01452, dated October 21, 2025, (the "Agreement"), attached hereto as Exhibit "A" and incorporated fully by reference, for the OPR Book Preservation Project services (the "Services"); and

WHEREAS, County desires that Kofile provide Services as will be more specifically described in this Agreement; and

WHEREAS, Kofile represents that it is qualified and desires to perform such Services; and

WHEREAS, the parties wish to utilize TXMAS-23-92001, which is incorporated fully by reference, for the purchase of the Services; and

WHEREAS, the following changes are incorporated as if a part of the Agreement; and

NOW, THEREFORE, in consideration of the mutual covenants and conditions set forth below, the parties agree as follows:

AGREEMENT

1. **Recitals.** The recitals set forth above are incorporated herein by reference and made a part of this Agreement.
2. **Term.** The term of the Agreement is effective April 1, 2026, and shall expire March 31, 2027, unless terminated sooner pursuant to the Agreement. This Agreement shall not automatically renew but may be subsequently renewed in writing upon agreement of the parties.
3. **Scope of Services.** Subject to this Addendum, Kofile will render Services to County as described in Exhibit A; and in accordance with the requirements and specifications of TXMAS-23-92001.
4. **Payment; Non-appropriation; Taxes.** Payment shall be made by County within thirty (30) days of receipt of invoice. Kofile may submit invoice(s) electronically in a form acceptable to County via: apauditor@fortbendcountytexas.gov. If County disputes charges related to the invoice submitted by Kofile, County shall notify Kofile no later than twenty-one (21) days after the date County receives the invoice. If County does not dispute the invoice, then County shall pay each such approved invoice within thirty (30) calendar days. It is specifically

understood and agreed that in the event no funds or insufficient funds are appropriated by Fort Bend County under this Agreement, Fort Bend County shall notify all necessary parties that this Agreement shall thereafter terminate and be null and void on the last day of the fiscal period for which appropriations were made without penalty, liability or expense to Fort Bend County. County is a body corporate and politic under the laws of the State of Texas and claims exemption from sales and use taxes. A copy of a tax-exempt certificate will be furnished upon request. Interest resulting from late payments by County shall be governed by Chapter 2251, TEXAS GOVERNMENT CODE.

5. **Limit of Appropriation.** Kofile clearly understands and agrees, such understanding and agreement being of the absolute essence of this Agreement, that County shall have available the total maximum sum of Two Hundred Forty-Three Thousand Eight Hundred Fifty-Five and 50/100 dollars (\$243,855.50), specifically allocated to fully discharge any and all liabilities County may incur. Kofile does further understand and agree, said understanding and agreement also being of the absolute essence of this Agreement, that the total maximum compensation that Kofile may become entitled to and the total maximum sum that County may become liable to pay to Kofile shall not under any conditions, circumstances, or interpretations thereof exceed Two Hundred Forty-Three Thousand Eight Hundred Fifty-Five and 50/100 dollars (\$243,855.50). In no event will the amount paid by the County for all Services under this Agreement exceed this Limit of Appropriation without an amendment executed by the parties.
6. **Public Information Act and Open Meetings Act.** Kofile expressly acknowledges that County is subject to the Texas Public Information Act, TEX. GOV'T CODE ANN. §§ 552.001 *et seq.*, as amended, and notwithstanding any provision in the Agreement to the contrary, County will make any information related to the Agreement, or otherwise, available to third parties in accordance with the Texas Public Information Act. Any proprietary or confidential information marked as such provided to County by Kofile shall not be disclosed to any third party, except as directed by the Texas Attorney General in response to a request for such under the Texas Public Information Act, which provides for notice to the owner of such marked information and the opportunity for the owner of such information to notify the Attorney General of the reasons why such information should not be disclosed. The terms and conditions of the Agreement and this Addendum are not proprietary or confidential information.

Kofile expressly acknowledges that County is subject to the Texas Open Meetings Act, TEX. GOV'T CODE ANN. §§ 551.001 *et seq.*, as amended, and notwithstanding any provision in the Agreement to the contrary, County will comply with the provisions of the Texas Open Meetings Act in relation to the Agreement.

7. **Indemnity.** The parties agree that under the Constitution and laws of the State of Texas, County cannot enter into an agreement whereby County agrees to indemnify or hold harmless another party; therefore, all references of any kind to County defending, indemnifying, holding or saving harmless Kofile for any reason are hereby deleted.

8. **Applicable Law; Arbitration; Attorney Fees.** The laws of the State of Texas govern all disputes arising out of or relating to this Agreement. The parties hereto acknowledge that venue is proper in Fort Bend County, Texas, for all legal actions or proceedings arising out of or relating to this Agreement and waive the right to sue or be sued elsewhere. Nothing in the Agreement shall be construed to waive the County's sovereign immunity. County does not agree to submit disputes arising out of the Agreement to binding arbitration. Therefore, any references to binding arbitration or the waiver of a right to litigate a dispute are hereby deleted. County does not agree to pay any and/or all attorney fees incurred by Kofile in any way associated with the Agreement.
9. **Certain State Law Requirements for Contracts.** The contents of this Section are required by Texas Law and are included by County regardless of content. For purposes of Sections 2252.152, 2271.002, and 2274.002, Texas Government Code, as amended, Kofile hereby verifies that Kofile and any parent company, wholly owned subsidiary, majority-owned subsidiary, and affiliate:
- a. Unless affirmatively declared by the United States government to be excluded from its federal sanctions regime relating to Sudan or Iran or any federal sanctions regime relating to a foreign terrorist organization, is not identified on a list prepared and maintained by the Texas Comptroller of Public Accounts under Section 806.051, 807.051, or 2252.153 of the Texas Government Code.
 - b. If employing ten (10) or more full-time employees and this Agreement has a value of \$100,000.00 or more, Kofile does not boycott Israel and is authorized to agree in such contracts not to boycott Israel during the term of such contracts. "Boycott Israel" has the meaning provided in § 808.001 of the Texas Government Code.
 - c. If employing ten (10) or more full-time employees and this Agreement has a value of \$100,000.00 or more, Kofile does not boycott energy companies and is authorized to agree in such contracts not to boycott energy companies during the term of such contracts. "Boycott energy company" has the meaning provided in § 809.001 of the Texas Government Code.
 - d. If employing ten (10) or more full-time employees and this Agreement has a value of \$100,000.00 or more, Kofile does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association and is authorized to agree in such contracts not to discriminate against a firearm entity or firearm trade association during the term of such contracts. "Discriminate against a firearm entity or firearm trade association" has the meaning provided in § 2274.001(3) of the Texas Government Code. "Firearm entity" and "firearm trade association" have the meanings provided in § 2274.001(6) and (7) of the Texas Government Code.
10. **Modifications and Waivers.** The parties may not amend or waive this Agreement, except by a written agreement executed by both parties. No failure or delay in exercising any right or remedy or requiring the satisfaction of any condition under this Agreement, and no course of dealing between the parties, operates as a waiver or estoppel of any right, remedy, or condition. The rights and remedies of the parties set forth in this Agreement are not exclusive of, but are cumulative to, any rights or remedies now or subsequently existing at law, in equity, or by statute.

11. **Human Trafficking.** BY ACCEPTANCE OF CONTRACT, KOFILÉ ACKNOWLEDGES THAT FORT BEND COUNTY IS OPPOSED TO HUMAN TRAFFICKING AND THAT NO COUNTY FUNDS WILL BE USED IN SUPPORT OF SERVICES OR ACTIVITIES THAT VIOLATE HUMAN TRAFFICKING LAWS.
12. **Use of Customer Name.** Kofilé may use County's name without County's prior written consent only in any of Kofilé' customer lists, any other use must be approved in advance by County.
13. **Performance Warranty.** Kofilé warrants to County that Kofilé has the skill and knowledge ordinarily possessed by well-informed members of its trade or profession practicing in the greater Houston metropolitan area and Kofilé will apply that skill and knowledge with care and diligence to ensure that the Services provided hereunder will be performed and delivered in accordance with the highest professional standards.

Kofilé warrants to County that the Services will be free from material errors and will materially conform to all requirements and specifications contained in the attached Exhibit A, and TXMAS-23-92001.
14. **Conflict.** In the event there is a conflict between this Addendum and the Agreement, this Addendum controls to the extent of the conflict. In the event there is a conflict between this Addendum and the terms and conditions of TXMAS-23-92001, then the terms and conditions of TXMAS-23-92001 controls to the extent of the conflict.
15. **Understanding, Fair Construction.** By execution of this Addendum, the parties acknowledge that they have read and understood each provision, term and obligation contained in this Addendum. This Addendum, although drawn by one party, shall be construed fairly and reasonably and not more strictly against the drafting party than the nondrafting party.
16. **Captions.** The section captions used in this Agreement are for convenience of reference only and do not affect the interpretation or construction of this Agreement.
17. **Electronic and Digital Signatures.** The parties to this Agreement agree that any electronic and/or digital signatures of the parties included in this Agreement are intended to authenticate this writing and to have the same force and effect as the use of manual signatures.
18. **County Data.** Nothing in this Agreement will be construed to waive the requirements of § 205.009 of the Texas Local Government Code. For the avoidance of doubt, County owns all right and title to its data under this Agreement. Upon termination of this Agreement or upon request(s) by County, the County will be able to retrieve a copy of County data from Kofilé in a standard industry format, at no additional cost to County. Nothing in this Agreement will be construed to waive the requirements of any record retention laws applicable to County.

19. Assignment and Delegation.

19.1. Neither party may assign any of its rights under this Agreement, except with the prior written consent of the other party. That party shall not unreasonably withhold its consent. All assignments of rights are prohibited under this subsection, whether they are voluntarily or involuntarily, by merger, consolidation, dissolution, operation of law, or any other manner.

19.2. Neither party may delegate any performance under this Agreement.

19.3. Any purported assignment of rights or delegation of performance in violation of this Section is void.

19.4. Nothing herein shall be construed as creating any personal liability on the part of any officer or agent of the County.

20. Successors and Assigns. County and Kofile bind themselves and their successors, executors, administrators and assigns to the other party of this Agreement and to the successors, executors, administrators and assigns of the other party, in respect to all covenants of this Agreement.

21. Compliance with Laws. Kofile shall comply with all federal, state, and local laws, statutes, ordinances, rules and regulations, and the orders and decrees of any courts or administrative bodies or tribunals in any matter affecting the performance of this Agreement, including, without limitation, Worker's Compensation laws, minimum and maximum salary and wage statutes and regulations, licensing laws and regulations. When required by County, Kofile shall furnish County with certification of compliance with said laws, statutes, ordinances, rules, regulations, orders, and decrees above specified.

22. Confidential Information. Kofile acknowledges that it and its employees or agents may, in the course of performing their responsibilities under this Agreement, be exposed to or acquire information that is confidential to County. Any and all information of any form obtained by Kofile or its employees or agents from County in the performance of this Agreement shall be deemed to be confidential information of County ("Confidential Information"). Any reports or other documents or items (including software) that result from the use of the Confidential Information by Kofile shall be treated with respect to confidentiality in the same manner as the Confidential Information. Confidential Information shall be deemed not to include information that (a) is or becomes (other than by disclosure by Kofile) publicly known or is contained in a publicly available document; (b) is rightfully in Kofile's possession without the obligation of nondisclosure prior to the time of its disclosure under this Agreement; or (c) is independently developed by employees or agents of Kofile who can be shown to have had no access to the Confidential Information.

Kofile agrees to hold Confidential Information in strict confidence, using at least the same degree of care that Kofile uses in maintaining the confidentiality of its own confidential

information, and not to copy, reproduce, sell, assign, license, market, transfer or otherwise dispose of, give, or disclose Confidential Information to third parties or use Confidential Information for any purposes whatsoever other than the provision of Services to County hereunder, and to advise each of its employees and agents of their obligations to keep Confidential Information confidential. Kofile shall use its best efforts to assist County in identifying and preventing any unauthorized use or disclosure of any Confidential Information. Without limitation of the foregoing, Kofile shall advise County immediately in the event Kofile learns or has reason to believe that any person who has had access to Confidential Information has violated or intends to violate the terms of this Agreement and Kofile will at its expense cooperate with County in seeking injunctive or other equitable relief in the name of County or Kofile against any such person. Kofile agrees that, except as directed by County, Kofile will not at any time during or after the term of this Agreement disclose, directly or indirectly, any Confidential Information to any person, and that upon termination of this Agreement or at County's request, Kofile will promptly turn over to County all documents, papers, and other matter in Kofile's possession which embody Confidential Information.

Kofile acknowledges that a breach of this Section, including disclosure of any Confidential Information, or disclosure of other information that, at law or in equity, ought to remain confidential, will give rise to irreparable injury to County that is inadequately compensable in damages. Accordingly, County may seek and obtain injunctive relief against the breach or threatened breach of the foregoing undertakings, in addition to any other legal remedies that may be available. Kofile acknowledges and agrees that the covenants contained herein are necessary for the protection of the legitimate business interest of County and are reasonable in scope and content.

Kofile in providing all Services hereunder agrees to abide by the provisions of any applicable Federal or State Data Privacy Act.

23. Termination.

- 23.1. Termination for Convenience. County may terminate this Agreement at any time upon thirty (30) days written notice.
- 23.2. Termination for Default. County may terminate the whole or any part of this Agreement for cause in the following circumstances:
 - (a) If Kofile fails to timely perform Services pursuant to this Agreement or any extension thereof granted by the County in writing;
 - (b) If Kofile materially breaches any of the covenants or terms and conditions set forth in this Agreement or fails to perform any of the other provisions of this Agreement or so fails to make progress as to endanger performance of this Agreement in accordance with its terms, and in any of these circumstances does not cure such breach or failure to County's reasonable satisfaction within a period of ten (10) calendar days after receipt of notice from County specifying such breach or failure.

- 23.3. If, after termination, it is determined for any reason whatsoever that Kofile was not in default, or that the default was excusable, the rights and obligations of the parties shall be the same as if the termination had been issued for the convenience of the County in accordance with § 23.1 above.
- 23.4. Upon termination of this Agreement, County shall compensate Kofile in accordance with § 4, above, for those Services which were provided under this Agreement prior to its termination and which have not been previously invoiced to County. Kofile's final invoice for said Services will be presented to and paid by County in the same manner set forth in § 4 above.
- 23.5. If County terminates this Agreement as provided in this Section, no fees of any type, other than fees due and payable at the Termination Date, shall thereafter be paid to Kofile.
- 23.6. If County terminates this Agreement prior to the termination date, County shall not be subject to any early termination fee or other penalty.
- 23.7. Upon termination of this Agreement for any reason, if Kofile has any property in its possession belonging to County, Kofile will account for and return property to Fort Bend County Clerk's Office at the expense of Kofile.
24. **Independent Contractor.** In the performance of work or services hereunder, Kofile shall be deemed an independent contractor, and any of its agents, employees, officers, or volunteers performing work required hereunder shall be deemed solely as employees of Kofile or, where permitted, of its subcontractors. Kofile and its agents, employees, officers, or volunteers shall not, by performing work pursuant to this Agreement, be deemed to be employees, agents, or servants of County and shall not be entitled to any of the privileges or benefits of County employment.
25. **Further Assurances.** Each party further agrees that it shall take any and all necessary steps and sign and execute any and all necessary documents or agreements required to implement the terms of the Agreement of the parties contained in this contract, and each party agrees to refrain from taking any action, either expressly or impliedly, which would have the effect to prohibiting or hindering the performance of the other party to this Agreement.
26. **Severability.** If any provision of this Agreement is determined to be invalid, illegal, or unenforceable, the remaining provisions remain in full force, if the essential terms and conditions of this Agreement for each party remain valid, binding, and enforceable.
27. **Notices.**
- 27.1. Each party giving any notice or making any request, demand, or other communication (each, a "Notice") pursuant to this Agreement shall do so in writing and shall use one of the following methods of delivery, each of which, for purposes of this Agreement, is a writing: personal delivery, registered or certified mail (in

each case, return receipt requested and postage prepaid), or nationally recognized overnight courier (with all fees prepaid).

27.2. Each party giving a Notice shall address the Notice to the receiving party at the address listed below or to another address designated by a party in a Notice pursuant to this Section:

County: Fort Bend County Clerk's Office
Attn: Laura Richard
301 Jackson Street
Richmond, Texas 77469

With a copy to: Fort Bend County
Attn: County Judge
301 Jackson Street
Richmond, Texas 77469

Contractor: Kofile Technologies, Inc.
Attn: Legal department
6300 Cedar Springs Road
Dallas, Texas 75235

27.3. A Notice is effective only if the party giving or making the Notice has complied with subsections 28.1 and 28.2 and if the addressee has received the Notice. A Notice is deemed received as follows:

27.3.1. If the Notice is delivered in person, or sent by registered or certified mail or a nationally recognized overnight courier, upon receipt as indicated by the date on the signed receipt.

27.3.2. If the addressee rejects or otherwise refuses to accept the Notice, or if the Notice cannot be delivered because of a change in address for which no Notice was given, then upon the rejection, refusal, or inability to deliver.

(Execution Page Follows)

(Remainder of the Page Intentionally Left Blank)

IN WITNESS WHEREOF, this Addendum is signed, accepted, and agreed to by all parties by and through the parties or their agents or authorized representatives. All parties hereby acknowledge that they have read and understood this Addendum and the attachments and exhibits hereto. All parties further acknowledge that they have executed this legal document voluntarily and of their own free will.

FORT BEND COUNTY

KOFILE TECHNOLOGIES, INC.

KP George, County Judge

Michael Strachan
Authorized Agent - Signature

Date

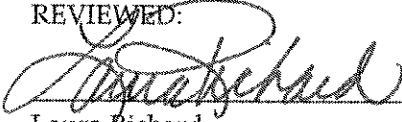
Michael Strachan
Authorized Agent- Printed Name

ATTEST:

Secretary and GC
Title

Laura Richard, County Clerk

February 3, 2026
Date

REVIEWED:

Laura Richard
Fort Bend County Clerk

AUDITOR'S CERTIFICATE

I hereby certify that funds in the amount of \$ 243,855.50 are available to pay the obligation of Fort Bend County within the foregoing Agreement.


Robert Ed Sturdivant, County Auditor

Exhibit A: Kofile's Proposal Quote # Q-01452, dated October 21, 2025

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Exhibit A



Quote # Q-01452
 Quote Date 10/21/2025
 Expiration Date 1/19/2026
 PO #

6300 Cedar Springs Road, Dallas, TX 75235

Proposal

Customer Information

Customer Fort Bend County Clerk | TX
Billing Address 301 Jackson St., Richmond, Texas 77469
Shipping Address 301 Jackson St., Richmond, Texas 77469

Customer Primary Contact

Name Laura Richard
Title County Clerk
Phone (832) 471-1616
Email laura.richard@fortbendcountytexas.gov

Kofile Sales Representative

Name Billy Gerwick
Title
Phone (832) 373-9124
Email billy.gerwick@kofile.com

To Laura Richard,

This proposal addresses Fort Bend County Clerk | TX for Services and is presented by Kofile Technologies, Inc. (Kofile).

Kofile is uniquely qualified as the largest and most experienced records preservation and modernization company in the United States.

Quoted services include .

With patented innovations, unmatched expertise, and a deep commitment to serving communities, we help organizations navigate preservation and digital transformation with confidence. Backed by proven results and trusted by thousands of government leaders nationwide, Kofile is your ally in building efficiency, security, and legacy. Let us preserve your permanent records while shaping the future—together.



KOFILE: Powering Modern Government™

Kofile is the nation's most experienced provider of public records preservation, imaging, and access solutions. With roots tracing back to 1888 and strengthened through the strategic acquisition of legacy preservation firms, Kofile offers over a century of combined expertise in safeguarding vital government documents. Since its founding in 2009, the company has expanded to include digital imaging, indexing, cloud-based access platforms, and workflow solutions designed specifically for the public sector. Backed by over 500 employees and a robust portfolio of patented technologies, Kofile partners with local governments to modernize their records while preserving their historical integrity for generations to come. Learn more at kofile.com.

KEY DIFFERENTIATORS

In a landscape of strained budgets, outdated systems, and ever-evolving mandates, **Kofile** stands as a true partner to government agencies—trusted not just for what we do, but for how we do it. We don't just digitize public records; we preserve legacies, fortify access, and future-proof operations with secure, scalable, and strategic solutions.

What Sets Us Apart

Our People and Expertise

- **Unmatched scale and specialization** with over 500 employees across four secure U.S. facilities
- **Decades of experience** delivering successful records projects for over 3,000 local governments, including San Antonio, Los Angeles, Dallas, Wayne County (Detroit), and Harris County (Houston)
- **Proven capability** to digitize over 25 million pages and preserve 6+ million archival pages annually
- **Trusted across funding sources**, including federally funded initiatives requiring strict adherence to FERPA, HIPAA, CJIS, and local government mandates
- **Cross-functional teams** of preservationists, technicians, and compliance experts who deliver precise, on-time results
- **Comprehensive project support** from assessment and planning to execution and delivery



Our Commitment to the Future

- **QuicklinkSM**: Our proprietary cloud-based platform for secure, indexed access to land, court, vital, and case records, with optional e-commerce for self-funded record access
- **Civic HubSM**: An intuitive digital portal designed to improve engagement between governments and their constituents
- **State-of-the-art infrastructure** including a 150,000 sq. ft. fire- and F5 tornado-resistant Dallas HQ, climate-controlled environments, archival-grade vaults, and restricted-access security protocols
- **Advanced equipment** such as large-format, non-contact, and batch scanners, custom-built software, and patented preservation tools like Disaster-Safe Binders and lay-flat sleeves
- **Tailored storage solutions** engineered for long-term preservation, from mobile shelving and plat systems to custom records desks
- **Strategic planning for continuity**: Hundreds of customized records management plans designed to future-proof access and safeguard against catastrophic events

Our Commitment to You

- **Transparent partnerships** with clear scopes, timelines, and pricing from day one—no surprises
- **Client ownership of data**: You retain full control of your records and digital files at all times
- **Secure transport and chain of custody**: DOT-compliant vehicles, GPS tracking, and item-level inventory ensure safe and accountable handling
- **Rigorous QA/QC protocols**: Every document is reviewed with manual image comparison; defects are corrected in-house before delivery
- **Scalable, responsive service** for projects of any size—from single departments to multi-county or district-wide initiatives
- **Assessment-driven approach**: Complimentary evaluations provide a clear picture of your record collection's condition, risks, and opportunities
- **Dedicated support teams** including solution architects and technical specialists guiding you from kickoff to delivery

SCOPE OF WORK

- Inspect and log each item upon receipt.
 - Disbind volumes by hand (Kofile does not guillotine volumes to separate pages).
 - Flatten sheets using tacking irons, heat presses, or an Ultrasonic Humidification Chamber.
 - Surface clean sheets according to in accordance with the Code of Ethics & Guidelines for Practice of the American Institute for Conservation (AIC).
 - Remove any non-archival repairs, adhesives, residual glues, fasteners, or lamination to the extent possible without causing damage to paper and inks.
 - Mend tears and guard burns on back side of sheets with acid free and reversible mending materials.
 - Deacidify sheets with Kofile's proprietary solution Bookkeepers®.
 - Encapsulate each sheet in Kofile's proprietary Lay Flat Archival Polyester Pocket®.
 - Re-bind in custom archival quality binder (Heritage Recorder Binder or Kofile's proprietary Disaster-Safe Binder). A volume may return split due to the added weight of the Mylar.
-
- Separate pages by hand into singular sheets.
 - Capture images at 300 dpi at 256 gray levels, ensuring the highest quality for poor contrast and legibility. Gray-scale ensures optimum resolution for each page.
 - Images accumulate as bi-tonal images in a format to load to the client's record-keeping system. (Please note that uploading to a system incurs an additional charge.)
 - Capture verification.
 - IMAGE PERFECT, Kofile's proprietary software, ensures the optimum image quality with custom image clean up and enhancements such as deskew, despeckle, character repair, polarity reversal, and zonal processing.
 - Crop excess blank space around image. This may involve manual cropping to ensure best quality image.
 - Images are named (tagged for the directory file structure) by book, volume, and page.
 - Images are grouped (stapled) together to form documents.
 - If applicable, images are optimized and scaled for system output.
 - When multiple documents (Deeds, Birth Record, etc.) exist on a single page, images are split so that each document is viewable individually. In the case of Vitals, this service incurs additional charges. Amendments are stapled to the appropriate Certificate and indexed in place of the original Certificate.
 - Stitching: If identified, images receive stitching where necessary, such as entries that horizontally span the length of more than one page.
 - Client receives a master in a medium suitable to the project size (e.g., SFTP, USB).



PRICING

Without a signed agreement, prices are good for 90 days. Pricing is based on estimated document and page counts and condition. Final billing occurs on actual document and page counts and condition per mutually agreed upon pricing; not to exceed the P.O. without written authorization.

PURCHASING VEHICLE

TXMAS

This project is presented via TXMAS Contract No. TXMAS-23-92001. Please reference this number on the P.O. Without a signed agreement, prices are good for 90 days. All pricing is based on estimated page counts and condition. Final billing occurs on actual page counts and condition per mutually agreed upon pricing; not to exceed the P.O. without written authorization.

Fort Bend County Clerk | TX

Project Overview - Estimated Volumes and Pricing

Record Series	Volume	UOM	Quantity	Level of Service	Estimated Total
Index Record Volume 2	1	Per Page	200	Book Preservation	\$1,284.00
Limited Partnership (shrinkwrap)	1	Per Page	300	Book Preservation	\$1,926.00
Lis Pendes	1	Per Page	200	Book Preservation	\$1,284.00
Water Control and Improvement record	1	Per Page	400	Book Preservation	\$2,568.00
General index to birth and Death	1	Per Page	600	Book Preservation	\$3,852.00
Polygraph Examiners and Dentist License	1	Per Page	400	Book Preservation	\$2,568.00
Veterinary License Record	1	Per Page	400	Book Preservation	\$2,568.00
Marriage Record A	1	Per Page	500	Book Preservation	\$3,210.00
Record of Notary	1	Per Page	400	Book Preservation	\$2,568.00
Amortization Record 1	1	Per Page	650	Book Preservation	\$4,173.00
Miscellaneous Book Volumes	50	Per Page	30,000	Book Preservation	\$192,600.00
Index Record Volume 2	1	Per Image	200	Archival Imaging	\$218.00
Limited Partnership (shrinkwrap)	1	Per Image	300	Archival Imaging	\$327.00
Lis Pendes	1	Per Image	200	Archival Imaging	\$218.00
General index to birth and Death	1	Per Image	600	Archival Imaging	\$438.00
Water Control and Improvement record	1	Per Image	400	Archival Imaging	\$292.00
Polygraph Examiners and Dentist License	1	Per Image	600	Archival Imaging	\$438.00
Veterinary License Record	1	Per Image	400	Archival Imaging	\$292.00
Marriage Record A	1	Per Image	500	Archival Imaging	\$365.00
Record of Notary	1	Per Image	400	Archival Imaging	\$292.00
Amortization Record 1	1	Per Image	650	Archival Imaging	\$474.50
Miscellaneous Book Volumes	1	Per Image	30,000	Archival Imaging	\$21,900.00

Product	Quantity	Estimated Total
PROJECT TOTAL		\$243,855.50

PURCHASING VIA TXMAS

Please reference Contract No. TxMAS-23-92001 directly on the P.O. Kofile can prepare a Shopping Cart in TxSmartBuy so Fort Bend County Clerk | TX can complete this purchase. Fort Bend County Clerk | TX is billed using the following TXMAS line items:

TXMAS BILLING LINE ITEMS						
Part No.	NIGP	DESCRIPTION	UOM	UNIT PRICE	Qty	LINE TOTAL
IMGP701	92030	Archival Imaging Of Unbound Positive / Typescript	Per Image	\$0.73	33,550	\$24,491.50
IMGP702	92030	Archival Imaging Of Unbound Positive / Manuscript	Per Image	\$1.09	700	\$763.00
PRV701	96272	Record Book Preservation By Page	Per Page	\$6.42	34,050	\$218,601.00
					TOTAL	\$243,855.50

BILLING

Pricing based on the assumptions and records provided by Fort Bend County Clerk | TX, as outlined in the Scope of Work section of this response. Kofile will invoice based on actual document and image counts times the unit rate and will not exceed the estimated total without written authorization.

PAYMENT TERMS

Kofile will invoice 50% of the total proposed estimate upon first pickup of any inventory. The remaining balance will be invoiced upon the earlier of thirty (30) days after completion or delivery. Proposal pricing from Kofile is a good-faith estimate based upon information provided to or understood by Kofile. Actual pricing may vary based upon the actual quantity or condition of records.



TERMS & CONDITIONS

This proposal is governed by Kofile's Terms & Conditions at:
<https://Kofile.com/termsandconditions/>.

Customer Acceptance

Name (Authorized Official):	
Title:	
Date:	
Signature:	

Kofile Acceptance

Name (Authorized Official):	
Title:	
Date:	
Signature:	