

KOFILE PRESERVATION

May 22, 2015

Honorable Margie Ramirez Ibarra
Webb County Clerk
1110 Victoria Street, Suite 201
Laredo, TX 78040

Dear Hon. Margie Ramirez Ibarra,

Per your request, Kofile Preservation, Inc.. (Kofile) presents a quote for three units of custom shelving to house the *Disaster Safe County Binders™* (DSBs). 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.

We understand 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 Webb 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 Webb 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.

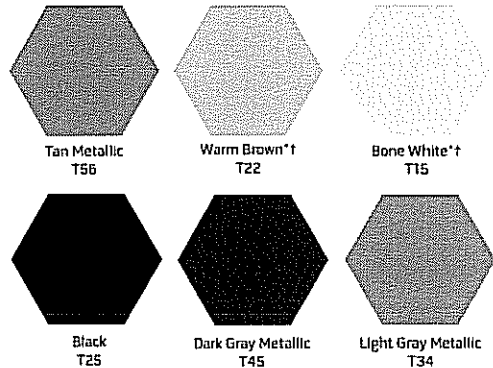
This system allows for single-entry units for placement against a wall and double-entry units for placement of units back-to-back. Units are also designed "mobile ready" to allow for storage expansion and conversion to a *TrakSlider* System if needed.

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,

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

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 for the Webb County Clerk. 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

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.

WEBB COUNTY CLERK				
ITEM	QTY.	DIMENSION	COLOR	PRICE QUOTE
4Post Shelving™	3 Units	36"W x 20"D x 85 ½" H	TBD	\$4,050.00

<p>COUNTY ACCEPTANCE</p> <p>BY: _____ DATE: _____ <i>(Signature of Authorized Official/Title)</i></p>	
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Please do not hesitate to contact us with any questions.

Sincerely,

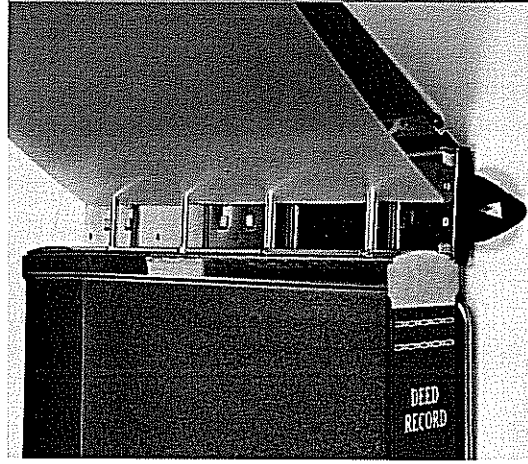
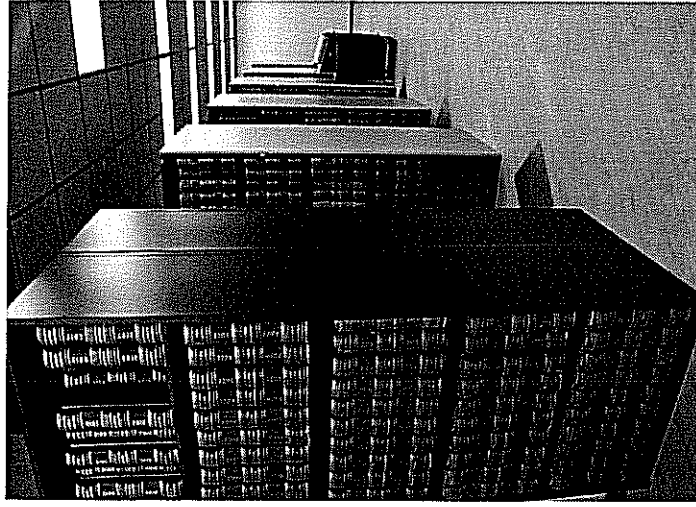
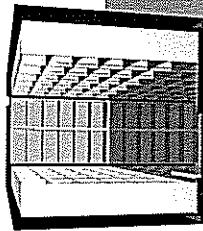
Eugene Sisneros

Eugene Sisneros
 Account Manager
 eugene.sisneros@kofile.us

sgf

ENC: 4Post™ Shelving Flyer

REDUCE STORAGE FOOT PRINTS



DISASTER SAFE COUNTY BINDER™ (DSB)

The DSB has a polyester 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™ SHELVING

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

Its superior, attractive, uniform finish is more durable, scratch and corrosion resistant, and environmentally friendly than liquid paint.

THE RESULT

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

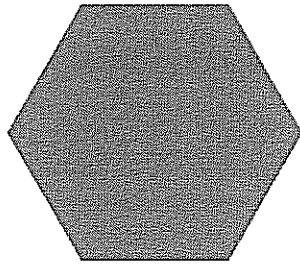
Also, book ends are not needed because the DSB sits upright independently. Thus, roller-style shelving is no longer required, boosting retrieval ease.

INFO@KOFILFILE.US TX214.351.4800 VT 800.639.3027 NV 855.767.8697 NC 800.444.7534

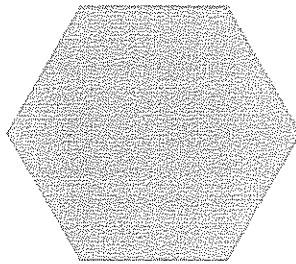
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4POST™ SHELVING

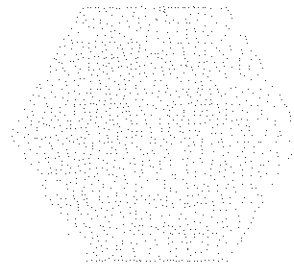
STANDARD PAINT FINISHES



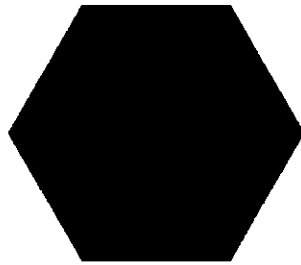
Tan Metallic
T56



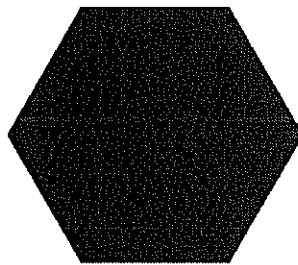
Warm Brown**†
T22



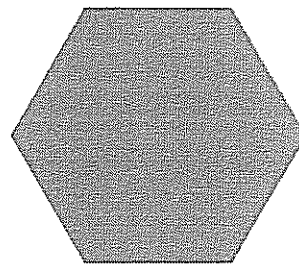
Bone White*†
T15



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"



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6300 CEDAR SPRINGS ROAD
DALLAS, TEXAS 75235

KOFILE PRESERVATION

Virginia Martinez

From: Eugene Sisneros <Eugene.Sisneros@kofile.us>
Sent: Thursday, May 14, 2015 6:02 PM
To: Virginia Martinez
Subject: Fwd: Webb County, TX FC

Hello Virginia,

For the three units total cost is \$4,050.00. This includes installation.

Let me know if I could be of further assistance.

Best regards,

Eugene Sisneros
713-204-5734 -- Mobile
Sent from my iPhone

Begin forwarded message:

From: Vincent Prejean <Vincent.Prejean@kofile.us>
Date: May 14, 2015 at 5:46:50 PM CDT
To: Eugene Sisneros <Eugene.Sisneros@kofile.us>
Subject: Re: Webb County, TX FC

Eugene
\$4,050 installed.

Vinnie Prejean

On May 14, 2015, at 1:11 PM, "Eugene Sisneros" <Eugene.Sisneros@kofile.us> wrote:

Yes

Eugene Sisneros
713-204-5734 -- Mobile
Sent from my iPhone

On May 14, 2015, at 1:04 PM, "Vincent Prejean" <Vincent.Prejean@kofile.us> wrote:

Eugene,
Where are they being installed? In the Courthouse across from the
District Clerk's office?

Vincent "Vinnie" Prejean

From: Eugene Sisneros
Sent: Thursday, May 14, 2015 1:00 PM
To: Vincent Prejean
Subject: Fwd: Webb County, TX FC

Please advise. Thx

Eugene Sisneros
713-204-5734 -- Mobile
Sent from my iPhone

Begin forwarded message:

From: Virginia Martinez
<vimartinez@webbcountytx.gov>
Date: May 14, 2015 at 12:34:25 PM CDT
To: Eugene Sisneros <Eugene.Sisneros@kofile.us>
Subject: RE: Webb County, TX FC

Hello there,

Mrs. Ibarra would like to know what the three (3) units containing 5 shelves each at the 36" width would cost.

Let me know when possible.

Thank you,
V. Martinez

From: Eugene Sisneros
[<mailto:Eugene.Sisneros@kofile.us>]
Sent: Tuesday, May 12, 2015 2:33 PM
To: Virginia Martinez
Subject: FW: Webb County, TX FC

Hello Virginia,

Below is a cost breakdown on our shelving units for Disaster Safe Binders (DSB) and its capacities. I am also attaching swatch of colors for you and Mrs. Ibarra to choose from. If you should have any further questions or comments do not hesitate to ask.

Thank you and hope all is well!

Eugene

From: Vincent Prejean
Sent: Monday, May 11, 2015 12:17 PM
To: Eugene Sisneros
Subject: RE: Webb County, TX FC

852036 will hold 50 DSB's Deed Record size (Sheet size 18 x 11.5). Shelving installed \$1350.00

PATRIA OFFICE SUPPLY
 REMITTANCE ADDRESS:
 P.O. BOX 440110
 LAREDO TX 78044
 CUSTOMER # 10064 DEPT
 BILLING ADDRESS
 WEBB COUNTY (PURCHASING DEPT)
 SUITE 101
 1110 WASHINGTON STREET
 LAREDO TX 78042

956-723-2332

06/09/15 155124-0
 TIME 12:26:00
 SALESMAN
 WRITER 102 PAGE 1
 FEDERAL #
 PO #1

NED:
 QUOTE
 PICK TICKET
 ROUTE # SCO
 BEING HELD
 LOC (8)

SHIPPING ADDRESS
 WEBB COUNTY (PURCHASING DEPT)
 SUITE 101
 1110 WASHINGTON STREET
 LAREDO TX 78042

BIN	ORDER	B/O	SHIP	UNIT
LOC ITEM NUMBER	CO DESCRIPTION	UNIT QTY	QTY	PRICE
J625CNQ	HON FILE, SHELF JUMBO, LGY	EA 3	3	484.990
	SHIPPED WEIGHT (474.000)		

Does not meet specifications. mtz - fox

Attn Vergara

523-5035

PATRIA OFFICE SUPPLY 956-7232332 FAX 9567248081

SUB-TOTAL 1454.97
 TOTAL 1454.97

Enter keywords or item # Search

Shopping cart icon 0 Items : \$0.00

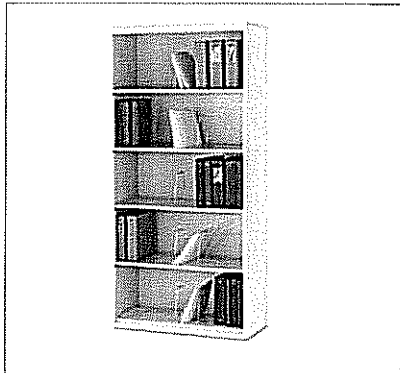
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OFFICE SUPPLIES TECHNOLOGY FURNITURE MAINTENANCE & BREAKROOM SHOP ALL CATEGORIES FEATURED ITEMS HON FURNITURE

View more File Shelves/Components

Email Print

Web Specials



HON. 600 Series Jumbo Steel Open File, Six- Shelf, 36w x 16- 3/ 4d x 75- 7/ 8h, Gray

Item: HONJ625CNQ

- Great for critical files with frequent retrieval.
Five fixed legal shelves.
13 3/4" height between shelves make it easy to store three-ring binders.

Packaging: EA

Your Price: \$979.00 / Each

Quantity: 1 Add to Cart Add to Favorites



MAX Alkaline Batteries, AAA, 8 Batteries/ Pack \$13.68 / Pack

Product Details Product Specs

- Great for critical files with frequent retrieval.
Five fixed legal shelves.
13 3/4" height between shelves make it easy to store three-ring binders.

Jumbo open shelf file. Great for critical files with frequent retrieval. Five fixed shelves. 13 3/4" height between shelves make it easy to store three-ring binders.

One key core removable lock, two wire file dividers per shelf

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close



Safco Products
Safco ValueMate Bookcase - 31.8" x 13.5" x 67" - Steel, Fiberboard, Plastic - 5 x Shelf(ves) - Black

- 5 sturdy shelves for books and more; 4 are adjustable in 1" increments during assembly
- Features a strong Black steel exterior, shelf construction, and solid fiberboard back

SAF7173BL

Not Orderable

Qty
1

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