



WEBB COUNTY PROFESSIONAL SERVICES CONTRACT

AMENDMENT

No.: Amendment 1

Contract No.:

To: Kofile Technologies, Inc.
6300 Cedar Springs Road
Dallas, Texas 75235

Date: May 17, 2019

Project Name: Condition Assessment Phase I: Commissioners Court Minutes Reconciliation of Actuals Under Kofile Technologies Contract: County Clerk's Office TXMAS#13-36010 and TXMAS-18-3602

Commissioners Court Agenda: May 23, 2016 Item 7.b.

You hereby are authorized and directed to make the following change(s) in accordance with terms and conditions of the Contract:

RECONCILIATION OF ACTUALS

FOR THE Additive Sum of: Thirty-Nine Thousand Six Hundred Eighty-Five Dollars and 44/100s (39,685.44).

Table with 2 columns: Description and Amount. Rows include Original Agreement Amount (\$560,314.55), Sum of Previous Changes (\$0.00), This Amendment (Add) (\$39,685.44), and Present Agreement Amount (\$599,999.99).

This Amendment revises the May 23, 2016, Condition Assessment for Phase I to address six tri-folded Commissioner Court Minutes for the Webb County Clerk's Office which authorized up to \$600,000.00. Pricing was based on Good Faith Estimate page counts. This Amendment reconciles the proposal with actuals per mutually agreed upon pricing. Additional pages were processed in (3") binders for a total of 130 binders delivered.

Your acceptance of this Amendment shall constitute an amendment to our professional services contract and will be performed subject to all of the same terms and conditions in our previous services contract indicated above, as fully as if the same were repeated in this acceptance.

The Amendment to the professional services contract shall constitute a full and final settlement of any and all claims arising out of or related to the change set forth herein, including claims for impact and delay costs. With such consideration stated herein the description of additional services to be performed by Kofile Technologies, Inc. are attached hereto as Exhibit A and are incorporated into the professional services contract.

By: [Signature]
Honorable Tano Tijerina
Webb County Judge

By: [Signature]
Michael D. Cobb
Senior Vice President
Kofile Technologies, Inc.

Date: June 5, 2019

Date: May 17, 2019

KOFILE TECHNOLOGIES

September 1, 2017—revised January 14, 2019

Honorable Margie Ramirez Ibarra
 Webb County Clerk
 1110 Victoria Street, Suite 201
 Laredo, TX 78010

RE: Change Order/Amendment to Phase I

Dear Hon. Margie Ramirez Ibarra,

This proposal revises the May 13, 2016 Condition Assessment for Phase I to address six boxes of shucks and 37 shuck drawers of tri-folded Commissioner Court Minutes for the Webb County Clerk's Office. Pricing was based on Good Faith Estimate page counts. This quote reconciles the proposal with actuals per mutually agreed upon pricing.

GOOD FAITH ESTIMATE: For the six boxes of miscellaneous files, the pages were estimated at 100 pages per filing inch based on the six boxes and 37 drawers. Pages were estimated at ~61,950. Initially, Kofile estimated the return of >194 binders with a max of 325 pages each.

RECONCILIATION OF ACTUALS: Per the request of the County, both shelving and microfilm are removed from the project. Actuals of 70,006 pages. Reduction of unit pricing and billing of imaging per image counts (blanks are not imaged).

In the County's best interest, the files were delivered in 3" binders as opposed to the 2.5" binders initially referenced. This allowed the insert, on average, of 538.5 pages per binder to save the County's storage space. The originally proposed page count of 61,950 was delivered in 115 binders (3"), as opposed to the 191 binders (2.5"). Furthermore, at the request of the County Clerk and in the best interest of the County, 2,935 additional pages were preserved, and 43,777 images received archival enhancements instead of shelving and microfilm. This brings the total page count to 64,885 delivered in 120.5 (3") binders for the contract price of \$560,314.55.

Please note an additional 5,121 pages were processed in an additional 9.5 (3") binders for a total of 130 binders delivered. The additional 5,121 pages total processing cost of \$39,685.44.

WEBB COUNTY CLERK RECONCILIATION OF ACTUALS							
RECORDS SERIES	DATE	QUANTITY	COUNTS	LEVEL OF SERVICE	LINE ITEM TOTAL	PRICE QUOTE	
Commissioners Court Minutes	Misc.	6 boxes shucks	5/3/16 QUOTE ESTIMATE				
			24,900 pages	Preserve & Archival Imaging	\$550,317.09	\$560,314.55	
			37,050 pages	Shelving & Archival Microfilm	\$9,997.46		
	1891-1942	37 shuck drawers/ loose docs	ACTUAL COUNTS				
			70,006 pages	Preserve	\$559,651.80	\$599,999.99	
			41,790 images	Archival Imaging	\$31,342.50		
					DIFFERENCE	\$39,685.44	

Preservation services included conservation, deacidification, mending, encapsulation, and rebinding.

This project is available via TXMAS Contract No. TXMAS-18-3602 per Webb County's cooperative purchasing membership. Please reference this contract number on the resulting purchase order.

Kofile can prepare a 'Shopping Cart' in TxSmartBuy <www.txsmartbuy.com/> **and 'share' it with the County to complete its purchase.**
Webb County's CO-OP Listing:

STATE OF TEXAS CO-OP MEMBER LISTING FOR WEBB COUNTY	
LINK	https://comptroller.texas.gov/auto-data/purchasing/co-op/c2400.php
CO-OP #	C2400
Contact	Joe Lopez; joel@webbcountytx.org
Expiration	13-JUL-2019

The TXMAS line items used for billing include:

TXMAS BILLING LINE ITEMS					
PART NO.	NIGP	DESCRIPTION	UNIT PRICE	QTY.	TOTAL
PRV716	96272	Additional Paper Conservation Treatments Per Hour	\$144.28/Hour	245.05849	\$39,685.44

Please let me know if you have any questions.

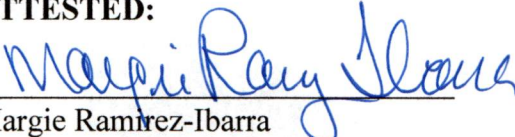
Sincerely,

Scott Fausto

Scott Fausto
 Account Manager
 scott.fausto@kofile.us
 210.286.1647

sgf

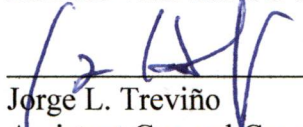
ATTESTED:



Margie Ramirez-Ibarra
Webb County Clerk



APPROVED AS TO FORM:



Jorge L. Treviño
Assistant General Counsel
Civil Legal Division *

*The General Counsel, Civil Legal Division's Office may only advise or approve contracts or legal documents on behalf of its clients. It may not advise or approve a contract or legal document on behalf of other parties. Our review of this document was conducted solely from the legal perspective of our client. Our approval of this document was offered solely for the benefit of our client. Other parties should not rely on this approval, and should seek review and approval of their own respective attorney(s).

*Passed and approved by the Webb County Commissioners Court
On May 28, 2019; item no 8f.*