

#16.167

# HUNT COUNTY

## BUDGET AMENDMENT

FILED FOR RECORD  
at 1:20 o'clock P M

JUN 09 2020

JENNIFER LINDENZWEIG  
County Clerk, Hunt County, TX  
By Jennifer Lindenzweig

(DECREASE): (88-33000) COUNTY CLERK ARCHIVE  
FUND BALANCE

INCREASE: 88-611-0300-2341

AMOUNT: \$105,227.20

FOR: 105,102 pages that will require advanced  
remediation and preservation due to mold

RECOMMENDED BY Jennifer Lindenzweig

COMMISSIONERS COURT APPROVAL DATE: 6-9-20

DATE ENTERED BY AUDITOR'S OFFICE: 6-9-20 *Mike [Signature]*

*Eric Evans*  
Commissioner Pct.1 Eric Evans

*Randy Strait*  
Commissioner Pct.2 Randy Strait

*absent*  
Commissioner Pct.3 Phillip Martin

*Steven Harrison*  
Commissioner Pct.4 Steven Harrison

*Bobby Stovall*  
County Judge Bobby Stovall



June 16, 2020

#16.167

Honorable Jennifer Lindenzweig  
Hunt County Clerk  
2507 Lee Street, 2nd Floor  
Greenville, TX 75401

FILED FOR RECORD  
at 10:55 o'clock a M  
JUN 17 2020  
JENNIFER LINDENZWEIG  
County Clerk, Hunt County, TX  
By [Signature]

Dear Hon. Jennifer Lindenzweig,

This proposal addresses the preservation and mold remediation of 10,293 pages of mold damaged books as part of the ongoing preservation project. Preservation services include conservation, mold remediation, deacidification, mending, encapsulation, and rebinding. Kofile Technologies, Inc. (Kofile) is will complete all requires services at its Dallas, TX, Conservation Laboratory.

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.

**PROJECT PRICE QUOTE**

**This project is presented via TXMAS Contract No. TXMAS-13-36010.** 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 image and index counts. Billing occurs on actual counts per the unit pricing herein; not to exceed the P.O. without permission.

HUNT COUNTY CLERK'S OFFICE MOLD REMEDIATION					
RECORDS SERIES TITLE	VOLUME	SERVICE	QTY.	PAGES	PRICE QUOTE
Mechanics Lien	24-29, 33, 36, 38, 44, 46-49, 51	(PRV) Preservation & Mold Remediation	16	10,293	\$105,227,20
Judgment Record	14				
PROJECT TOTAL					\$105,227,20

COUNTY ACCEPTANCE		
	County Judge	06-09-20
Signature of Authorized County Representative	Title	Date

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 check references this log. Sheets are inspected and control numbered as necessary.
- Dismantle volumes.
- Surface clean sheets to remove deposits. Perform HEPA vacuuming and ozone treatment for mold-infested pages.
- 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).
- Deacidify sheets after careful testing with Bookkeepers®, a custom solution of magnesium oxide, which neutralizes acidic inks and paper by providing an alkaline reserve. Random testing ensures an 8.5 pH with a deviation of no more than ± .5.
- Encapsulate each sheet in a *Lay Flat Archival Polyester Pocket™*. Dimensions match the “book block” dimensions, with a 1¼” 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.

**TXMAS REPORTING & BILLING LINE ITEMS**

Upon purchase of this TXMAS project, Hunt County reports the order online on the TxSmartBuy System at <[www.txsmartbuy.com/](http://www.txsmartbuy.com/)>.

STATE OF TEXAS CO-OP MEMBER LISTING FOR HUNT COUNTY	
LINK	<a href="https://comptroller.texas.gov/auto-data/purchasing/co-op/c1160.php">https://comptroller.texas.gov/auto-data/purchasing/co-op/c1160.php</a>
CO-OP #	C1160
CONTACT	Cheryl Lowry, <a href="mailto:clowry@huntcounty.net">clowry@huntcounty.net</a> , 903408-4148
EXPIRATION	15-APR-2021

Kofile can prepare a 'Shopping Cart' in TxSmartBuy and 'share' it with the County to complete its purchase—see link:

[https://checkout.na1.netsuite.com/c.852252/checkout/login.ssp?&n=2&sc=1&cartid=8591409&sender=preserve@kofile.us&datetime=2020\\_6\\_16\\_9\\_44](https://checkout.na1.netsuite.com/c.852252/checkout/login.ssp?&n=2&sc=1&cartid=8591409&sender=preserve@kofile.us&datetime=2020_6_16_9_44).

The following TXMAS billing line items are applicable to the project:

TXMAS BILLING LINE ITEMS					
PART NO.	NIGP	DESCRIPTION	UNIT PRICE	QUANTITY	LINE TOTAL
PRV716	96272	Conservation Treatments Per Hour	\$152.28/Hour	691.0113	\$105,227.20

Please let me know if you have any questions.

Sincerely,

*Bob Summers*

Bob Summers  
Account Manager  
[bob.summers@kofile.us](mailto:bob.summers@kofile.us)  
cec