

BOARD OF SUPERVISORS, SAN MATEO COUNTY, STATE OF CALIFORNIA

RESOLUTION NO. _____

**RESOLUTION AUTHORIZING AN AGREEMENT WITH KOFIL PRESERVATION
FOR ARCHIVE RESTORATION, PRESERVATION AND DATA CONVERSION
SERVICES (PROJECT PHASE ONE), DURING THE TERM OF JUNE 17, 2015
THROUGH JUNE 16, 2018, IN AN AMOUNT NOT TO EXCEED \$596,708.**

RESOLVED, by the Board of Supervisors of the County of San Mateo,
State of California, that

WHEREAS, the County Recorder's official responsibilities include the
preservation in perpetuity of certain original archives of official records and other
historical material dating as far back as the founding of this county, which archives
possess unique and historical value; and

WHEREAS, said archives have deteriorated with age, acidification and
normal usage, and are at risk of being lost if proper restoration and preservation
measures are not taken soon; and

WHEREAS, a waiver of the Request for Proposals process is appropriate
because Kofile has participated in the California Department of General Services'
competitive process and was awarded California Multiple Award Schedule Contract
Number 3-13-360096A; and

WHEREAS, there has been presented to this Board for its consideration
and acceptance an Agreement, reference to which is hereby made for further

particulars, whereby Kofile Preservation shall undertake Phase One of a multi-phase project to provide restoration, preservation and data conversion services that will preserve the archival materials for 300 to 500 years, at a cost of Five Hundred Ninety Six Thousand Seven Hundred and Eight dollars (\$596,708) during the period of June 17, 2015 through June 16, 2018; and

WHEREAS, the Board has examined and approved said Agreement as to both form and content and desires to approve it;

NOW THEREFORE, IT IS HEREBY DETERMINED AND ORDERED that (1) The Request for Proposal process is hereby waived, (2) the President of the Board of Supervisors is hereby authorized and directed to execute the Agreement for and on behalf of the County of San Mateo; (3) the Assessor-County Clerk-Recorder or his designee is hereby authorized to execute subsequent contract amendments and minor modifications not to exceed \$25,000 (in the aggregate) and/or modify the contract term and/or services within the current or revised fiscal provisions; and (4) the Clerk of this Board shall attest the signature thereto.

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