



May 22, 2015

Honorable Mark Church
Assessor-County Clerk-Recorder & Chief Elections Officer
San Mateo County
555 County Center
Redwood City, CA 94063-1665

RE: Phase I: Records Preservation Project

Dear Hon. Mark Church,

Please find the following pricing according to Kofile Preservation, Inc.'s CMAS Contract Number: 3-13-36-0096A for the data conversion (including preservation of the original source format, image capture, and image processing) of San Mateo County's 220 volumes. The goal is twofold: data preservation and access to vital assets. Please note that pricing is good for 90 days.

► *This project addresses Deed Record Vols. 1—218, and Index to Homesteads Vols. 1 & 2. This collection dates as early as 1855. All of these records are in critically poor condition. All sheets measure 18" x 11 ½".*

Although our world and government is quickly moving into a paperless system, many records maintain permanent retention schedules. Kofile Preservation, Inc. (hereby Kofile) is uniquely qualified to complete San Mateo County's modernization and access goals.

CALIFORNIA MULTIPLE AWARD SCHEDULE (CMAS)

With the CMAS Contract, Kofile is able to provide San Mateo County access to its Schedule 36 GSA Schedule. Kofile passed a rigorous series of qualifications and price justifications for this award to prove that our pricing is fair and reasonable.

CMAS provides ease of use, quality products and services, shorter lead time, low administrative costs (otherwise associated with competitive bids), and access to suppliers with expertise and superior performance records.

Local governments set their own order limits, and are not bound by the order limits on the contract cover page (as stated on page 3 of Kofile's CMAS contract).

CMAS transactions are not competitive bid transactions so small business preference, protest language, intents to award, evaluation criteria, advertising, etc. are not applicable. Agency awards are based on best value criteria, as applicable, and are not restricted to lowest cost.

6300 CEDAR SPRINGS ROAD
DALLAS, TEXAS 75235
214-351-4800

ONE ALLEN MARTIN DRIVE
ESSEX, VERMONT 05452
800-639-3027

1558 FORREST WAY
CARSON CITY, NEVADA 89706
855-767-8697

SCOPE OF SERVICES

Records will receive the following services. A permanent log is created for each volume or plat to record condition, page order, and services/treatments performed.

Data Format: Miscellaneous Volumes

Level of Service Code: PRV

Source Data: Analog Image Restoration

- Dismantle volumes.
- Surface clean sheets to remove deposits. This includes dust, soot, airborne particulate, sedimentation, insect detritus, or even biological/mineral contaminants. Tools include a microspatula, dusting brush, latex sponge, powdered vinyl eraser, or block eraser.
- Remove any non-archival repairs or fasteners, such as residual glues. *All tape and previous mends are reduced to the furthest extent possible without causing damage to paper and inks.*
- Mend tears with Japanese tissue. All materials are acid free and reversible.



Source Data: Preservation

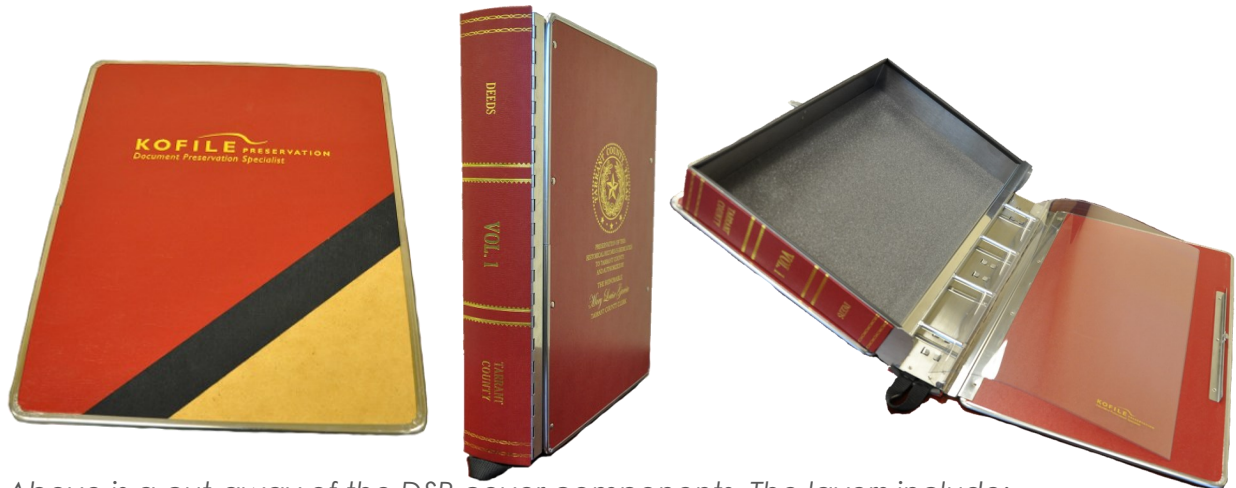
- Deacidify sheets after careful testing. Magnesium oxide deacidifies (or neutralizes) acid inks and paper by providing an alkali reserve. This chemical is inert and safe, and does not degrade the sheet. Random testing ensures an 8.5 pH with a deviation of no more than $\pm .5$.



Source Data: Archival Records Management Access & Rehousing

- Encapsulate each sheet in a Lay Flat Archival Polyester Pocket™. Each custom envelope is composed of SKC Films, Skyroll SH72S® Mylar and includes a patented lay flat design. This envelope is welded to prevent invasion of atmospheric pollutants.





Above is a cut-away of the DSB cover components. The layers include:

1. Imitation Leather
2. Fire Resistant Material
3. Self Extinguishing Board

- Volumes are rebound in a custom-fitted and stamped Heritage Recorder Binder or a Disaster Safe County Binder™ (DSB). A sample DSB is pictured below. A volume may return as two volumes, depending on page count. A dedication and treatment report is included in the binder.
- Index tabs are repaired or replaced, as necessary.
- Final quality check with reference to original log sheet.

Level of Service Code: IM

Capture of Access Data: Digital

- Capture images at a minimum of 300 dpi at 256 gray levels, ensuring the highest quality for poor contrast and readability. Gray-scale ensures optimum resolution for each page.
- Digitized images are accumulated as Group IV bi-tonal images in a standard TIFF format.
- San Mateo County receives one MASTER COPY (DVD or CD) and a COPY for upon completion.
- Kofile can hold a security copy for safe keeping. *We do not sell, distribute, or grant unauthorized access to County records. They are strictly the County's property.*

Image Restoration: Digital Data

- Kofile Preservation, Inc.'s IMAGE PERFECT application software uses custom image clean up and enhancements such as deskew, despeckle, character repair, and zonal processing.
- Annotations are electronically added on the re-created image to assist in record keeping.
- All images are certified. *Each image is checked during Quality Control. We verify effectiveness and minimum legibility through rigorous and systematic quality control.*

ITEMIZED PROJECT INVENTORY & PRICING

Please note all pricing is based on estimated page counts. Billing will reflect actual page and image counts.

PRICING OVERVIEW BY RECORDS SERIES

RECORDS SERIES TITLE	VOLUME RANGE	LEVEL OF SERVICE	VOLUME COUNT	PAGE COUNT	PRESERVATION QUOTE	DIGITIZATION QUOTE	LINE ITEM TOTAL
Index to Homesteads	1—2	PRV/IM	2	300	\$1,464.50	\$227.25	\$1,691.75
Deed Records	1—297	PRV/IM	218	127,600	\$515,504.00	\$81,204.00	\$596,708.00
PROJECT GRAND TOTAL			220	127,900	\$516,968.50	\$81,431.25	\$598,399.75

INDEX TO HOMESTEADS

RECORDS SERIES TITLE	VOLUME	PAGE COUNT	FORM	BINDING	LEVEL OF SERVICE	PRESERVATION QUOTE	DIGITIZATION QUOTE	LINE ITEM TOTAL
Index to Homesteads	1	200	M	Post	PRV/IM	\$808.00	\$151.50	\$959.50
Index to Homesteads	2	100	M	Post	PRV/IM	\$656.50	\$75.75	\$732.25

DEED RECORDS

RECORDS SERIES TITLE	VOLUME	PAGE COUNT	FORM	BINDING	LEVEL OF SERVICE	PRESERVATION QUOTE	DIGITIZATION QUOTE	LINE ITEM TOTAL
Deed Record	1	640	M	Post	PRV/IM	\$2,585.60	\$484.80	\$3,070.40
Deed Record	2	640	M	Post	PRV/IM	\$2,585.60	\$484.80	\$3,070.40
Deed Record	3	640	M	Post	PRV/IM	\$2,585.60	\$484.80	\$3,070.40
Deed Record	4	640	M	Post	PRV/IM	\$2,585.60	\$484.80	\$3,070.40
Deed Record	5	640	M	Post	PRV/IM	\$2,585.60	\$484.80	\$3,070.40
Deed Record	6	640	M	Post	PRV/IM	\$2,585.60	\$484.80	\$3,070.40
Deed Record	7	640	M	Post	PRV/IM	\$2,585.60	\$484.80	\$3,070.40
Deed Record	8	640	M	Post	PRV/IM	\$2,585.60	\$484.80	\$3,070.40
Deed Record	9	640	M	Post	PRV/IM	\$2,585.60	\$484.80	\$3,070.40
Deed Record	10	640	M	Post	PRV/IM	\$2,585.60	\$484.80	\$3,070.40
Deed Record	11	640	M	Post	PRV/IM	\$2,585.60	\$484.80	\$3,070.40
Deed Record	12	640	M	Post	PRV/IM	\$2,585.60	\$484.80	\$3,070.40
Deed Record	13	640	M	Post	PRV/IM	\$2,585.60	\$484.80	\$3,070.40
Deed Record	14	640	M	Post	PRV/IM	\$2,585.60	\$484.80	\$3,070.40

FORM KEY

Post: Post-bound volume
LL: Loose leaf volume

M: Manuscript or handwritten data
T: Typscript or typed data

PRV: Preservation
IM: Imaging

DEED RECORDS, cont'd								
RECORDS SERIES TITLE	VOLUME	PAGE COUNT	FORM	BINDING	LEVEL OF SERVICE	PRESERVATION QUOTE	DIGITIZATION QUOTE	LINE ITEM TOTAL
Deed Record	15	640	M	Post	PRV/IM	\$2,585.60	\$484.80	\$3,070.40
Deed Record	16	640	M	Post	PRV/IM	\$2,585.60	\$484.80	\$3,070.40
Deed Record	17	640	M	Post	PRV/IM	\$2,585.60	\$484.80	\$3,070.40
Deed Record	18	640	M	Post	PRV/IM	\$2,585.60	\$484.80	\$3,070.40
Deed Record	19	640	M	Post	PRV/IM	\$2,585.60	\$484.80	\$3,070.40
Deed Record	20	640	M	Post	PRV/IM	\$2,585.60	\$484.80	\$3,070.40
Deed Record	21	640	M	Post	PRV/IM	\$2,585.60	\$484.80	\$3,070.40
Deed Record	22	640	M	Post	PRV/IM	\$2,585.60	\$484.80	\$3,070.40
Deed Record	23	640	M	Post	PRV/IM	\$2,585.60	\$484.80	\$3,070.40
Deed Record	24	640	M	Post	PRV/IM	\$2,585.60	\$484.80	\$3,070.40
Deed Record	25	640	M	Post	PRV/IM	\$2,585.60	\$484.80	\$3,070.40
Deed Record	26	640	M	Post	PRV/IM	\$2,585.60	\$484.80	\$3,070.40
Deed Record	27	640	M	Post	PRV/IM	\$2,585.60	\$484.80	\$3,070.40
Deed Record	28	640	M	Post	PRV/IM	\$2,585.60	\$484.80	\$3,070.40
Deed Record	29	640	M	Post	PRV/IM	\$2,585.60	\$484.80	\$3,070.40
Deed Record	30	640	M	Post	PRV/IM	\$2,585.60	\$484.80	\$3,070.40
Deed Record	31	640	M	Post	PRV/IM	\$2,585.60	\$484.80	\$3,070.40
Deed Record	32	640	M	Post	PRV/IM	\$2,585.60	\$484.80	\$3,070.40
Deed Record	33	640	M	Post	PRV/IM	\$2,585.60	\$484.80	\$3,070.40
Deed Record	34	640	M	Post	PRV/IM	\$2,585.60	\$484.80	\$3,070.40
Deed Record	35	640	M	Post	PRV/IM	\$2,585.60	\$484.80	\$3,070.40
Deed Record	36	640	M	Post	PRV/IM	\$2,585.60	\$484.80	\$3,070.40
Deed Record	37	640	M	Post	PRV/IM	\$2,585.60	\$484.80	\$3,070.40
Deed Record	38	640	M	Post	PRV/IM	\$2,585.60	\$484.80	\$3,070.40
Deed Record	39	640	M	Post	PRV/IM	\$2,585.60	\$484.80	\$3,070.40
Deed Record	40	640	M	Post	PRV/IM	\$2,585.60	\$484.80	\$3,070.40
Deed Record	41	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	42	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	43	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	44	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	45	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	46	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	47	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	48	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	49	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	50	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	51	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	52	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	53	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50

DEED RECORDS, cont'd								
RECORDS SERIES TITLE	VOLUME	PAGE COUNT	FORM	BINDING	LEVEL OF SERVICE	PRESERVATION QUOTE	DIGITIZATION QUOTE	LINE ITEM TOTAL
Deed Record	54	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	55	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	56	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	57	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	58	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	59	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	60	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	61	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	62	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	63	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	64	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	65	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	66	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	67	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	68	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	69	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	70	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	71	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	72	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	73	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	74	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	75	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	76	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	77	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	78	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	79	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	80	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	81	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	82	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	83	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	84	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	85	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	86	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	87	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	88	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	89	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	90	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	91	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	92	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50

DEED RECORDS, cont'd								
RECORDS SERIES TITLE	VOLUME	PAGE COUNT	FORM	BINDING	LEVEL OF SERVICE	PRESERVATION QUOTE	DIGITIZATION QUOTE	LINE ITEM TOTAL
Deed Record	93	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	94	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	95	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	96	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	97	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	98	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	99	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	100	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	101	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	102	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	103	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	104	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	105	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	106	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	107	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	108	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	109	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	110	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	111	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	112	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	113	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	114	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	115	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	116	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	117	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	118	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	119	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	120	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	121	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	122	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	123	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	124	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	125	600	M	Post	PRV/IM	\$2,424.00	\$454.50	\$2,878.50
Deed Record	126	600	T	Post	PRV/IM	\$2,424.00	\$272.70	\$2,696.70
Deed Record	127	600	T	Post	PRV/IM	\$2,424.00	\$272.70	\$2,696.70
Deed Record	128	600	T	Post	PRV/IM	\$2,424.00	\$272.70	\$2,696.70
Deed Record	129	600	T	Post	PRV/IM	\$2,424.00	\$272.70	\$2,696.70
Deed Record	130	600	T	Post	PRV/IM	\$2,424.00	\$272.70	\$2,696.70
Deed Record	131	600	T	Post	PRV/IM	\$2,424.00	\$272.70	\$2,696.70

DEED RECORDS, cont'd								
RECORDS SERIES TITLE	VOLUME	PAGE COUNT	FORM	BINDING	LEVEL OF SERVICE	PRESERVATION QUOTE	DIGITIZATION QUOTE	LINE ITEM TOTAL
Deed Record	132	600	T	Post	PRV/IM	\$2,424.00	\$272.70	\$2,696.70
Deed Record	133	600	T	Post	PRV/IM	\$2,424.00	\$272.70	\$2,696.70
Deed Record	134	600	T	Post	PRV/IM	\$2,424.00	\$272.70	\$2,696.70
Deed Record	135	600	T	Post	PRV/IM	\$2,424.00	\$272.70	\$2,696.70
Deed Record	136	600	T	Post	PRV/IM	\$2,424.00	\$272.70	\$2,696.70
Deed Record	137	600	T	Post	PRV/IM	\$2,424.00	\$272.70	\$2,696.70
Deed Record	138	600	T	Post	PRV/IM	\$2,424.00	\$272.70	\$2,696.70
Deed Record	139	600	T	Post	PRV/IM	\$2,424.00	\$272.70	\$2,696.70
Deed Record	140	600	T	Post	PRV/IM	\$2,424.00	\$272.70	\$2,696.70
Deed Record	141	600	T	Post	PRV/IM	\$2,424.00	\$272.70	\$2,696.70
Deed Record	142	600	T	Post	PRV/IM	\$2,424.00	\$272.70	\$2,696.70
Deed Record	143	600	T	Post	PRV/IM	\$2,424.00	\$272.70	\$2,696.70
Deed Record	144	600	T	Post	PRV/IM	\$2,424.00	\$272.70	\$2,696.70
Deed Record	145	600	T	Post	PRV/IM	\$2,424.00	\$272.70	\$2,696.70
Deed Record	146	600	T	Post	PRV/IM	\$2,424.00	\$272.70	\$2,696.70
Deed Record	147	600	T	Post	PRV/IM	\$2,424.00	\$272.70	\$2,696.70
Deed Record	148	600	T	Post	PRV/IM	\$2,424.00	\$272.70	\$2,696.70
Deed Record	149	600	T	LL	PRV/IM	\$2,424.00	\$272.70	\$2,696.70
Deed Record	150	600	T	LL	PRV/IM	\$2,424.00	\$272.70	\$2,696.70
Deed Record	151	600	T	LL	PRV/IM	\$2,424.00	\$272.70	\$2,696.70
Deed Record	152	600	T	LL	PRV/IM	\$2,424.00	\$272.70	\$2,696.70
Deed Record	153	600	T	LL	PRV/IM	\$2,424.00	\$272.70	\$2,696.70
Deed Record	154	600	T	LL	PRV/IM	\$2,424.00	\$272.70	\$2,696.70
Deed Record	155	600	T	LL	PRV/IM	\$2,424.00	\$272.70	\$2,696.70
Deed Record	156	600	T	LL	PRV/IM	\$2,424.00	\$272.70	\$2,696.70
Deed Record	157	600	T	LL	PRV/IM	\$2,424.00	\$272.70	\$2,696.70
Deed Record	158	600	T	LL	PRV/IM	\$2,424.00	\$272.70	\$2,696.70
Deed Record	159	600	T	LL	PRV/IM	\$2,424.00	\$272.70	\$2,696.70
Deed Record	160	400	T	LL	PRV/IM	\$1,616.00	\$181.80	\$1,797.80
Deed Record	161	400	T	LL	PRV/IM	\$1,616.00	\$181.80	\$1,797.80
Deed Record	162	400	T	LL	PRV/IM	\$1,616.00	\$181.80	\$1,797.80
Deed Record	163	400	T	LL	PRV/IM	\$1,616.00	\$181.80	\$1,797.80
Deed Record	164	600	T	LL	PRV/IM	\$2,424.00	\$272.70	\$2,696.70
Deed Record	165	500	T	LL	PRV/IM	\$2,020.00	\$227.25	\$2,247.25
Deed Record	166	600	T	LL	PRV/IM	\$2,424.00	\$272.70	\$2,696.70
Deed Record	167	600	T	LL	PRV/IM	\$2,424.00	\$272.70	\$2,696.70
Deed Record	168	500	T	LL	PRV/IM	\$2,020.00	\$227.25	\$2,247.25
Deed Record	169	600	T	LL	PRV/IM	\$2,424.00	\$272.70	\$2,696.70
Deed Record	170	500	T	LL	PRV/IM	\$2,020.00	\$227.25	\$2,247.25

DEED RECORDS, cont'd								
RECORDS SERIES TITLE	VOLUME	PAGE COUNT	FORM	BINDING	LEVEL OF SERVICE	PRESERVATION QUOTE	DIGITIZATION QUOTE	LINE ITEM TOTAL
Deed Record	171	500	T	LL	PRV/IM	\$2,020.00	\$227.25	\$2,247.25
Deed Record	172	600	T	LL	PRV/IM	\$2,424.00	\$272.70	\$2,696.70
Deed Record	173	600	T	LL	PRV/IM	\$2,424.00	\$272.70	\$2,696.70
Deed Record	174	500	T	LL	PRV/IM	\$2,020.00	\$227.25	\$2,247.25
Deed Record	175	600	T	LL	PRV/IM	\$2,424.00	\$272.70	\$2,696.70
Deed Record	176	600	T	LL	PRV/IM	\$2,424.00	\$272.70	\$2,696.70
Deed Record	177	600	T	LL	PRV/IM	\$2,424.00	\$272.70	\$2,696.70
Deed Record	178	600	T	LL	PRV/IM	\$2,424.00	\$272.70	\$2,696.70
Deed Record	179	500	T	LL	PRV/IM	\$2,020.00	\$227.25	\$2,247.25
Deed Record	180	500	T	LL	PRV/IM	\$2,020.00	\$227.25	\$2,247.25
Deed Record	181	600	T	LL	PRV/IM	\$2,424.00	\$272.70	\$2,696.70
Deed Record	182	500	T	LL	PRV/IM	\$2,020.00	\$227.25	\$2,247.25
Deed Record	183	600	T	LL	PRV/IM	\$2,424.00	\$272.70	\$2,696.70
Deed Record	184	500	T	LL	PRV/IM	\$2,020.00	\$227.25	\$2,247.25
Deed Record	185	500	T	LL	PRV/IM	\$2,020.00	\$227.25	\$2,247.25
Deed Record	186	500	T	LL	PRV/IM	\$2,020.00	\$227.25	\$2,247.25
Deed Record	187	600	T	LL	PRV/IM	\$2,424.00	\$272.70	\$2,696.70
Deed Record	188	600	T	LL	PRV/IM	\$2,424.00	\$272.70	\$2,696.70
Deed Record	189	600	T	LL	PRV/IM	\$2,424.00	\$272.70	\$2,696.70
Deed Record	190	500	T	LL	PRV/IM	\$2,020.00	\$227.25	\$2,247.25
Deed Record	191	500	T	LL	PRV/IM	\$2,020.00	\$227.25	\$2,247.25
Deed Record	192	500	T	LL	PRV/IM	\$2,020.00	\$227.25	\$2,247.25
Deed Record	193	500	T	LL	PRV/IM	\$2,020.00	\$227.25	\$2,247.25
Deed Record	194	500	T	LL	PRV/IM	\$2,020.00	\$227.25	\$2,247.25
Deed Record	195	500	T	LL	PRV/IM	\$2,020.00	\$227.25	\$2,247.25
Deed Record	196	500	T	LL	PRV/IM	\$2,020.00	\$227.25	\$2,247.25
Deed Record	197	500	T	LL	PRV/IM	\$2,020.00	\$227.25	\$2,247.25
Deed Record	198	500	T	LL	PRV/IM	\$2,020.00	\$227.25	\$2,247.25
Deed Record	199	500	T	LL	PRV/IM	\$2,020.00	\$227.25	\$2,247.25
Deed Record	200	500	T	LL	PRV/IM	\$2,020.00	\$227.25	\$2,247.25
Deed Record	201	500	T	LL	PRV/IM	\$2,020.00	\$227.25	\$2,247.25
Deed Record	202	500	T	LL	PRV/IM	\$2,020.00	\$227.25	\$2,247.25
Deed Record	203	500	T	LL	PRV/IM	\$2,020.00	\$227.25	\$2,247.25
Deed Record	204	500	T	LL	PRV/IM	\$2,020.00	\$227.25	\$2,247.25
Deed Record	205	500	T	LL	PRV/IM	\$2,020.00	\$227.25	\$2,247.25
Deed Record	206	500	T	LL	PRV/IM	\$2,020.00	\$227.25	\$2,247.25
Deed Record	207	500	T	LL	PRV/IM	\$2,020.00	\$227.25	\$2,247.25
Deed Record	208	500	T	LL	PRV/IM	\$2,020.00	\$227.25	\$2,247.25

DEED RECORDS, cont'd								
RECORDS SERIES TITLE	VOLUME	PAGE COUNT	FORM	BINDING	LEVEL OF SERVICE	PRESERVATION QUOTE	DIGITIZATION QUOTE	LINE ITEM TOTAL
Deed Record	209	500	T	LL	PRV/IM	\$2,020.00	\$227.25	\$2,247.25
Deed Record	210	500	T	LL	PRV/IM	\$2,020.00	\$227.25	\$2,247.25
Deed Record	211	500	T	LL	PRV/IM	\$2,020.00	\$227.25	\$2,247.25
Deed Record	212	500	T	LL	PRV/IM	\$2,020.00	\$227.25	\$2,247.25
Deed Record	213	500	T	LL	PRV/IM	\$2,020.00	\$227.25	\$2,247.25
Deed Record	214	500	T	LL	PRV/IM	\$2,020.00	\$227.25	\$2,247.25
Deed Record	215	500	T	LL	PRV/IM	\$2,020.00	\$227.25	\$2,247.25
Deed Record	216	500	T	LL	PRV/IM	\$2,020.00	\$227.25	\$2,247.25
Deed Record	217	500	T	LL	PRV/IM	\$2,020.00	\$227.25	\$2,247.25
Deed Record	218	500	T	LL	PRV/IM	\$2,020.00	\$227.25	\$2,247.25

CMAS LINE ITEMS

Please note **CMAS Contract Number: 3-13-36-0096A** on the County's purchase order.

SAN MATEO COUNTY CMAS LINE ITEMS					
NIGP	DESCRIPTION	UNIT	QTY.	UNIT PRICE	TOTAL
96272	PART NO. PRV003 Preserve Historical Record Book (Conserve, Archivally Image, & Rebind) - Complete	Book	220	\$2,700.00 (Average: book count/total)	\$594,000.00
96272	PART NO. PRV004 Additional Paper Conservation	Hour	19.0704	\$142.00	\$2,708.00
TOTAL COST					\$596,708.00

COUNTY ACCEPTANCE

BY: _____ DATE: _____ (Signature of Authorized Official/Title)

Please do not hesitate to contact me with any questions.

Sincerely,

Joe Arbios

Joe Arbios
Account Manager
916.715.6430/joe.arbios@kofile.us

sgr