

RESOLUTION NO. .

BOARD OF SUPERVISORS, SAN MATEO COUNTY, STATE OF CALIFORNIA

RESOLUTION AUTHORIZING: A) THE PRESIDENT OF THE BOARD TO WAIVE THE REQUEST FOR PROPOSAL PROCESS; AND B) THE PRESIDENT OF THE BOARD TO EXECUTE AN AGREEMENT WITH KOFIL TECHNOLOGIES, INC. FOR ARCHIVE RESTORATION, PRESERVATION AND DATA CONVERSION SERVICES, DURING THE TERM OF OCTOBER 5, 2021, THROUGH OCTOBER 4, 2022, IN AN AMOUNT NOT TO EXCEED \$3,000,000; AND C) AUTHORIZING THE ASSESSOR-COUNTY CLERK-RECORDER OR HIS DESIGNEE TO EXECUTE CONTRACT AMENDMENTS AND MINOR MODIFICATIONS NOT TO EXCEED \$25,000 (IN AGGREGATE), AND/OR MODIFY THE CONTRACT TERM AND/OR SERVICES WITHIN THE CURRENT OR REVISED FISCAL PROVISIONS

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 GS-35F-275AA; 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 a project to provide restoration, preservation and data conversion services that will preserve selected archival materials for 300 to 500 years, at a cost of not more than Three Million Dollars (\$3,000,000) during the period of October 5, 2021, through October 4, 2022; 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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