



## Legislation Text

---

**File #:** 22-4423, **Version:** 1

---

**Department:** Purchasing

**Department Head/Elected Official:** DeWight Dopslauf

**Regular or Supplemental RCA:** Regular RCA

**Type of Request:** Contract - Amendment

**Project ID** (if applicable): 190334

**Vendor/Entity Legal Name** (if applicable): Data Preservation Services, LLC d/b/a Data Preservation Solutions (assignor) Kofile Technologies, Inc. (assignee)

**MWDBE Contracted Goal** (if applicable): N/A

**MWDBE Current Participation** (if applicable): N/A

**Justification for 0% MWDBE Participation Goal:** N/A - project was awarded prior to launch of County's M/WBE Program

**Request Summary (Agenda Caption):**

Request for approval of an order permitting the assignment of a contract with Data Preservation Services, LLC d/b/a Data Preservation Solutions (assignor) to Kofile Technologies, Inc. (assignee) for historical record preservation services and related items for the District Clerk's Office through May 24, 2023 effective June 25, 2021, in connection with an award approved by Commissioners Court on May 25, 2021 (190334).

**Background and Discussion:**

Harris County District Clerk has successfully completed the first year of the approved job number 19/0038 for historical documents preservation services and related items. The services provided by vendor were satisfactory and would like to proceed with year two of the allowed renewals.

**Expected Impact:**

Approval to renew contract/agreement will allow the District Clerk's Office to continue utilizing the necessary services to preserve the historical documents currently housed at Records Center located at 5900 Canal St.

**Alternative Options:**

There is no other available alternative options known at this time to continue the preservation of the historical documents.

**Alignment with Goal(s):**

- Justice and Safety
- Economic Opportunity
- Housing

- Public Health
- Transportation
- Flooding
- Environment
- Governance and Customer Service

**Prior Court Action** (if any):

Date	Agenda Item #	Action Taken
05/25/2021	21-2347	Award Job No. 190334 approved

**Location:**

Address (if applicable): Records Center 5900 Canal St.

Precinct(s): Precinct 1

<b>Fiscal and Personnel Summary</b>			
Service Name	Records Management		
	<b>SFY 22</b>	<b>FY 23</b>	<b>Next 3 FYs</b>
<b>Incremental Expenditures (do NOT write values in thousands or millions)</b>			
Labor Expenditures	\$	\$	\$
Non-Labor Expenditures	\$400,000	\$400,000	\$1,200,000
<b>Total Incremental Expenditures</b>	<b>\$400,000</b>	<b>\$400,000</b>	<b>\$1,200,000</b>
<b>Funding Sources (do NOT write values in thousands or millions)</b>			
Existing Budget			
Other	\$400,000	\$	\$
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
<b>Total Current Budget</b>	<b>\$400,000</b>	<b>\$</b>	<b>\$</b>
Additional Budget Requested			
Other	\$	\$400,000	\$1,200,000
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
<b>Total Additional Budget Requested</b>	<b>\$</b>	<b>\$400,000</b>	<b>\$1,200,000</b>
<b>Total Funding Sources</b>	<b>\$400,000</b>	<b>\$400,000</b>	<b>\$1,200,000</b>
<b>Personnel</b> (Fill out section only if requesting new PCNs)			
Current Position Count for Service	-	-	-
Additional Positions Requested	-	-	-
<b>Total Personnel</b>	<b>-</b>	<b>-</b>	<b>-</b>

**Anticipated Court Date:** August 2, 2022

**Anticipated Implementation Date (if different from Court date):**

**Emergency/Disaster Recovery Note:** Not an emergency, disaster, or COVID-19 related item

**Contact(s) name, title, department:** Wes McCoy, Chief Deputy of Administration, District Clerk's Office;  
Araceli Carrizales, Financial Services Administrator, District Clerk's Office.

Cheryl Daniels, Senior Buyer, Office of the Purchasing Agent

**Attachments** (if applicable):