

CLARK COUNTY BOARD OF COMMISSIONERS

AGENDA ITEM

Petitioner: Jessica Colvin, Chief Financial Officer
Bob Leek, Chief Information Officer

Recommendation:

Approve the Contract with Kofile Technologies, Inc., for CBE No. 607493-25, for FY25 Digital Preservation - Microfilm Microfiche Conversion, contingent upon submission of the required insurance; and authorize the Chief Financial Officer or her designee to sign the Contract; or take other action as appropriate. (For possible action)

FISCAL IMPACT:

Fund #:	4380.000	Fund Name:	IT Capital Projects
Fund Center:	1100761000	Funded PGM/Grant:	N/A
Amount:	Not to exceed \$2,799,600		
Description:	FY25 Digital Preservation – Microfilm Microfiche Conversion		
Additional Comments:	The total Contract is estimated in the amount not to exceed \$2,799,600 should all renewal options be exercised.		

BACKGROUND:

This Contract is for archiving microfilm and microfiche by converting to digital storage with Kofile Technologies, Inc. (LBE).

A Fiscal Directive No. 6, Competitive Bidding Exception, was approved because it was determined that Kofile Technologies, Inc. is the only vendor capable of providing the controlled environment needed and the capacity to manage the volume demanded by County departments.

The following are the pertinent provisions of the Contract:

- The term of the Contract is from date of award through March 30, 2029 and includes the option to renew for 2, one-year periods.
- Includes the option to increase the award amount up to 5% for possible price increases annually after the initial two (2) years.
- Includes the County's option to terminate for cause, convenience or default and suspend the Contract with advanced written notice.

The recommendation of award is in accordance with NRS 332.115.1(b), the competitive bidding process is not required as the services to be performed are professional in nature.

Kofile Technologies, Inc. currently holds a Clark County Vendor Registration.

Cleared for Agenda

04/01/2025

File ID#

25-2081