



## AGENDA ITEM

### Consent Agenda

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**REPORT TO:** Work Session (07/07/25)

**REPORT TO:** Voting Meeting (07/10/25)

**ITEM NO:** 371/2025

**SUBJECT:** Approve the ratification of the purchase of record preservation, digital archiving and historic indexing services for the Clerk of Court to Kofile Technologies, Inc., of Dallas, TX, in the amount of \$96,027.40.

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#### Meetings:

**Work Session Date:** 07/07/25

**Voting Meeting Date:** 07/10/25

#### Executive Summary:

**Presenter:** BP

**Recommendation:**  
Approve.

#### Purpose of Request:

Approve the ratification of the purchase of record preservation, digital archiving and historic indexing services for the Clerk of Court to Kofile Technologies, Inc., of Dallas, TX, in the amount of \$96,027.40.

#### History:

Previous Clerk of Court Charles Baker approved the work included on these invoices on separate dates:

- 3/6/2024 \$772.00
- 11/4/2021 \$27,860.40
- 6/8/2022 \$31,140.00
- 6/8/2022 \$28,255.00
- 12/19/2022 \$8,000.00

#### Facts and Issues:

Work was approved by Previous Clerk of Court Charles Baker in past fiscal years.

#### Options:

- 1983-1984 Historical Indexing
- Federal Tax Lien Indexing Volumes 2-7 and binders
- Plat Document Indexing
- Recorder Binders 1959-1970

**Funding Requested**

\$ 96,027.40

**Are funds within current budget?**

Yes

**Source of Funds**

Restricted Funds

**Does the action involve a Resolution, Ordinance, Contract, Agreement, etc.?**

No

**Has it been reviewed by the County Attorney?**

Yes

**Is there a deadline for this item?**

2025-06-26

**Approvals:**

<b>Submit</b>	<b>Approve</b>	<b>Purchasing</b>	<b>Budget</b>
BP	BP	AP	JM
<b>Finance</b>	<b>Attorney</b>	<b>Administration</b>	<b>Clerk</b>
TS	WLI	CR	AD

**Attachments:**

Financial Supplement  
Kofile Invoices and Sales Orders



**HALL COUNTY BOARD OF COMMISSIONERS  
FINANCIAL SUPPLEMENT REPORT**

**AGENDA ITEM 371/2025**

**Funds Requested:** \$ 96,027.40

**Request Budgeted:** Yes

**Proposed Source of Funding:**

**Budget Transfer Requested:**

Restricted Funds

Yes

**Funding Source Items:**

Fiscal Year	Fund	Division	Account	Amount
FY25	203-RESTRICTED PROGRAMS FUND	2180-CLERK OF COURT	521000- PROFESSIONAL SERVICES	\$96,027.40

**Budget Transfer Items:**

**Additional Information/Comments:**

**Contact for Questions:** BP

**Phone:** 7705317055