



# HALL COUNTY G E O R G I A

## Sole Source/Brand and Single Source Justification

### Request Submitted By

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Date of Request:	11/25/2025

### Request Details

**Sole Source:** Any contract entered into without a competitive solicitation process, based on a justification that only one known source exists or that only one single supplier can fulfill the requirements of the County.

**Sole Brand:** A purchasing situation in which only one brand of equipment/supply, etc. will meet the requirements of the County.

**Single Source:** Any contract entered into without a competitive solicitation process, based on a justification that two or more vendors can supply the commodity, technology, and/or perform the services required by an agency, but one vendor is selected over the others for reasons such as expertise or previous experience with similar contracts.

*For Sole Source or Sole Brand, identify efforts made to locate other possible sources.*

Kofile Technologies, Inc. is the only vendor with the historical knowledge and experience of Hall County's Real Estate Records to complete the necessary preservation and digitization of Hall County's physical records.

**Desired Supplier Name:** KOFILTE TECHNOLOGIES, INC.

**Desired Supplier Email:** AR@KOFILTE.COM

**Desired Supplier Phone Number:** 467-009-8686

### Scope of Work

Provide a detailed description of commodities/services to be provided. Also, include the following details: exact or estimated quantity, per unit price, and the total estimated cost.

HISTORICAL RECORD PRESERVATION AND DIGITIZATION OF REAL ESTATE  
RECORDS IN AN AMOUNT NOT TO EXCEED \$150,000.00.

### **Justifying a Sole Source/Brand**

**Provide an explanation why only a particular style, model, type or manufacturer is required (i.e. why the commodity is the only commodity which will meet the County needs).**

**Provide a detailed description of proposed source's unique capabilities and/or personnel to perform the work and why this is the only source.**

### Justifying a Single Source

Provide an explanation why the recommended vendor is being selected over other vendors that can provide the requested commodity, technology, and/or perform the services required.

KOFILE TECHNOLOGIES, INC. HAS HISTORICALLY PROVIDED ARCHIVAL AND PRESERVATION SERVICES TO THE HALL COUNTY CLERK'S OFFICE FOR REAL ESTATE RECORDS. UTILIZING THIS VENDOR WILL MAINTAIN RECORD CONTINUITY FOR HALL COUNTY'S REAL ESTATE RECORDS.