

**NOTICE OF MEETING OF THE COMMISSIONERS' COURT OF  
HOCKLEY COUNTY, TEXAS**

Notice is hereby given that a Special Meeting of the above named Commissioners' Court will be held on the 24<sup>th</sup> day of November, 2025 at 9:00 a.m. in the Commissioners' Courtroom, Hockley County Courthouse, Levelland, Texas, at which time the following subjects will be discussed to wit:

1. Read the minutes for the Regular Meeting held at 9:00 a.m. on Monday, November 17, 2025 for approval.
2. Read for approval all monthly bills and claims submitted to the Court dated through November 24, 2025.
3. Consider and take necessary action to approve the SpyGlass Snapshot Audit Agreement between Hockley County and The SpyGlass Group, LLC for use by the Hockley County Auditor.
4. Consider and take necessary action to approve the quote/Agreement between Hockley County and Kofile for preservation of records in the Hockley County Clerk's Office.
5. Consider and take necessary action to approve the purchase of one (1) 2024 Chevrolet Silverado PPV and one (1) 2026 Chevrolet Tahoe PPV patrol vehicles for use by the Hockley County Sheriff's Office through TIPS-USA and will be purchased from 2026 budgeted funds.
6. Consider and take necessary action to approve a road crossing for Texland Petroleum on Chickadee Road in Precinct 1.

**COMMISSIONERS' COURT OF HOCKLEY COUNTY, TEXAS.**

BY: *Sharla Baldrige*  
Sharla Baldrige, Hockley County Judge

Filed for Record  
at \_\_\_\_\_ o'clock \_\_\_\_\_ M.

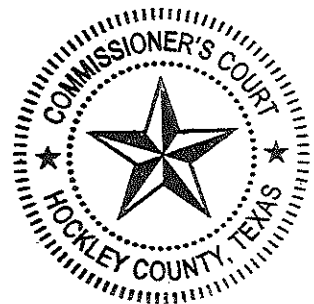
NOV 18 2025

*Jennifer Palermo*  
County Clerk, Hockley County, Texas

I, the undersigned County Clerk, do hereby certify that the above Notice of Meeting of the above named Commissioners' Court, is a true and correct copy of said Notice on the bulletin board at the Courthouse, and at the east door of the Courthouse of Hockley County, Texas, as place readily accessible to the general public at all times on the 18<sup>th</sup> day of November, 2025, and said Notice remained posted continuously for at least 72 hours preceding the scheduled time of said meeting.

Dated this 18<sup>th</sup> day of November, 2025.

*Jennifer Palermo*  
Jennifer Palermo, County Clerk, and Ex-Officio  
Clerk of Commissioners' Court, Hockley County, Texas



THE STATE OF TEXAS  
COUNTY OF HOCKLEY

IN THE COMMISSIONER’S COURT  
OF HOCKEY COUNTY, TEXAS

SPECIAL MEETING  
NOVEMBER 24, 2025

Be it remembered that on this the 24<sup>th</sup> day of November A.D. 2025, there came to be a Special Meeting of the Commissioners’ Court, and the court convened in Special session at the usual meeting place thereof at the Courthouse in Levelland, Texas, with the following members present to-wit:

Sharla Baldridge	County Judge
Alan D. Wisdom	Commissioner Precinct No. 1
Larry Carter	Commissioner Precinct No. 2
Seth Graf	Commissioner Precinct No. 3
Thomas R “Tommy” Clevenger	Commissioner Precinct No. 4

Jennifer Palermo, County Clerk, and Ex-Officio Clerk of Commissioners Court when the following proceedings were had to-wit:

Motion by Commissioner Carter, second by Commissioner Graf, 4 Votes Yes, 0 Votes No, that Commissioners court approved the minutes of the Regular Meeting held at 9:00 a.m. on Monday, November 17, 2025.

Motion by Commissioner Clevenger, second by Commissioner Wisdom, 4 Votes Yes, 0 Votes No, that Commissioners court approved all monthly claims and bills submitted to the court and dated through November 24, 2025.

Motion by Commissioner Carter, second by Commissioner Graf, 4 votes yes, 0 votes no, that Commissioner Court approved the SpyGlass Snapshot Audit Agreement between Hockley County and The SpyGlass Group, LLC for use by the Hockley County Auditor. As per agreement recorded below.

SpyGlass Snapshot Audit Agreement

This agreement, effective as of the later of the dates of signature below ("Effective Date"), is between Hockley County ("Company"), and The SpyGlass Group, LLC, an Ohio limited liability company ("Auditor").

1. **Primary Audit Services.** Company is engaging Auditor as an independent contractor to analyze its primary telecommunications service accounts (Voice, Data, Internet, Cloud Services, SaaS Licensing, and Mobility) to seek cost recovery, service elimination and cost reduction recommendations. Company will provide Auditor with the materials required to perform its analysis and Auditor will conduct a Kickoff meeting with Company to review the materials provided and introduce Auditor's personnel assigned to the project. Auditor will deliver the recommendations to Company at a Summary of Findings meeting, implement recommendations that Company elects for Auditor to implement, and deliver a complete telecommunications inventory to Company. Upon completion of implementation, Auditor will conduct an Industry Benchmark Analysis ("IBA") Meeting to compare Company's spending and audit results against industry peers as well as all SpyGlass clients, officially bringing closure to the engagement.

While Auditor is performing its analysis, Company will not make changes or perform internal cost reduction analysis with respect to provider accounts which Company has included within the scope of Auditor's review.

2. **Fees.** Company will pay Auditor the applicable fee set forth below ONLY for Auditor recommendations implemented within twelve (12) months of Auditor delivering the recommendation to Company:

- 50% of any "Cost Recovery", as defined below
- 12 times any "Service Elimination Savings", as defined below
- 12 times any "Cost Reduction Savings", as defined below

"Cost Recovery" is any refund, credit or compensation received by Company relating to past services or charges.

"Service Elimination Savings" is any monthly cost reduction received by Company relating to cancellation of any service, including monthly usage cost reduction (calculated as the average of the last 2 months of usage costs associated with the cancelled service).

"Cost Reduction Savings" is any monthly cost reduction received by Company relating to the modification, consolidation or negotiation of any service, account or contract, including post discount usage rate improvement (calculated as the (a) decrease in post discount per unit pricing realized by Company for any service, times (b) the average of Company's last two (2) months usage levels measured in such units for the modified service).

3. **Invoicing and Payment.** Fees for Cost Recovery are due as a one-time payment within 30 days of verification that Company has been issued the refund, credit or compensation resulting in such fees. Fees for Service Elimination Savings and Cost Reduction Savings are due as a one-time payment within 30 days of verification that the cancellation or other activity resulting in the Service Elimination Savings or Cost Reduction Savings has been completed. Auditor may issue separate invoices as different fees are earned.

4. **Miscellaneous.** This agreement is governed by the laws of the State of Texas, without regard to principles of conflicts of law, and may be executed by facsimile and simultaneously in multiple counterparts. Company agrees that Auditor does not warranty the overall performance, Company satisfaction, or data accuracy of any telecommunications related carrier, provider, software manufacturer or vendor at any time whatsoever during or after the term of this agreement. Each person signing this agreement on behalf of a party represents that he or she has been duly authorized to sign this agreement and to bind the party on whose behalf this agreement is being signed by that signatory. In the event of any litigation, proceeding or legal action arising out of or relating to this agreement, the prevailing party in such action shall be entitled to recover its reasonable attorneys' fees, court costs, and other expenses incurred in connection with such dispute or legal action, in addition to any other relief granted. AUDITOR SHALL NOT BE LIABLE TO THE COMPANY FOR INCIDENTAL, CONSEQUENTIAL, SPECIAL OR PUNITIVE DAMAGES, INCLUDING, WITHOUT LIMITATION, LOST PROFITS OR BUSINESS INTERRUPTION, WHETHER SUCH LIABILITY IS ASSERTED ON THE BASIS OF CONTRACT, TORT OR OTHERWISE, EVEN IF EITHER PARTY HAS BEEN WARNED OF THE POSSIBILITY OF ANY SUCH LOSS OR DAMAGE IN ADVANCE. IN ADDITION, IN NO EVENT SHALL AUDITOR'S LIABILITY TO COMPANY EXCEED THE FEES ACTUALLY PAID BY COMPANY TO AUDITOR.

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the Effective Date.

COMPANY

Hockley County, TX

Signature: Sharla Baldrige

Print Name: Sharla Baldrige

Date: 11-24-2025

AUDITOR

The SpyGlass Group, LLC

DocuSigned by:

Signature: Edward M. DeAngelo

Print Name: Edward M. DeAngelo

Date: 12/4/2025

Motion by Commissioner Clevenger, second by Commissioner Wisdom, 4 votes yes, 0 votes no, that Commissioners Court approved the quote/agreement between Hockley County and Kofile for preservation of records in the Hockley County Clerk’s office. as per agreement recorded below.

October 22, 2025

Jennifer Palermo  
Hockley County Clerk | TX

Powering Modern Government™

Jack Morris  
(214) 729-6885  
jack.morris@kofile.com  
6300 Cedar Springs Road  
Dallas, TX 75235



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## COMPANY OVERVIEW

### History

At Kofile, we do not just preserve and digitize records—we modernize governance. Our solutions streamline workflows, enhance security, and provide seamless public access, ensuring that critical records are protected for future generations. With a deep commitment to partnership with our clients, we help organizations navigate digital transformation with confidence. Kofile is the only ally you need to build efficiency, security, and lasting impact.

### Kofile: A History of Innovation and Preservation

#### 1888 - The Formative Years

Enduro Binders, Inc., established in 1888 and acquired by Kofile in 2009, has been granted several patents over the years. Notable patents include:

- **Kofile Disaster-Safe Document Binder** (Patent No. 10,160,255, issued December 26, 2018): acts as a mini-vault to protect records from air, water, fire, mold, or other contaminants. Binders are customizable and can be title stamped to leave a permanent mark on history.
- **Lay-flat Pockets** (Patent No. 7,943,220, B1, issued May 17, 2011): are sealed on three sides and have a static seal on the fourth side preventing contamination thereby reducing risk of mold and mildew growth of preserved documents. The static seal is not permanently closed so documents can be removed without the need to replace the pocket.

#### Founding Kofile (2009-2011)

Kofile was established in **2009**, bringing together the industry's best practices and most experienced personnel in historical and permanent U.S. public records management. In **2011**, Kofile's original owner purchased the former Microfilm Division of Eastman Kodak (formerly located in Rochester, NY) and renamed it Eastman Park Micrographics, Inc. (EPM). This acquisition solidified Kofile's expertise in film preservation and digital imaging, making it the **largest critical records preservation and digitization company in the United States**. Kofile is comprised of some of the oldest and **most experienced** private firms specializing in public records preservation:

- **Joseph J. Maroffi Co., Inc.**— Founded in **1961**, operated under that name for **48 years**.
- **Brown's River Bindery**— Founded in **1972**, operated under that name for **37 years**.
- **Louisiana Binding Service, Inc. (LBS)**— Founded in **1987**, operated under that name for **24 years**.
- **Safeguard Imaging, LLC**— Founded in **2009**, purchased and renamed **Kofile Solutions, Inc.** in **2010**, providing digitization and indexing services. In **2015**, this company merged into Kofile.
- **PFA, Inc.**— Founded in **1969**, operated under that name for **50 years**, purchased and renamed **Kofile Services, Inc.** in **2019**. In **2021**, this company merged into Kofile.





### Expansion and Technology Growth (2015-2019)

Between **2015 and 2019**, Kofile expanded its solutions for government recordkeeping, launching **licenses, permits, and vitals solutions** with improved citizen access and search capabilities. A major milestone was reached in **2016** when Kofile deployed the **first cloud-architected official government records solution** in the U.S.

In **2018**, the company launched a **new cloud commerce platform** and updated its land and property records solutions. By **2019**, Kofile had expanded its cloud recording platform to multiple states, demonstrating a commitment to digital transformation in records management.

### Strategic Acquisitions and Growth (2020-2022)

On **January 29, 2020**, Boston-based investment firm **Audax Private Equity** acquired Kofile, providing capital and resources to accelerate its growth and acquire Data Preservation Services and Seamless Docs.

In **2022**, Kofile purchased **Eastman Park Micrographics, Inc. (EPM) Lab Services**, bringing microfilm processing, duplication, and inspection fully under its control.

### Recent Developments and Leadership Changes (2023-Present)

In **2024**, Kofile announced leadership changes with **Ray Aschenbach as CEO**. The shift aimed to enhance execution, accelerate innovation, and drive long-term business growth.

### Kofile Today

- Kofile employs **over 500 employees** across the U.S.
- It remains a privately owned corporation under **Kofile, Inc. (100% owner)**.
- With a legacy built on **preserving historical records and embracing digital transformation**, Kofile continues to **modernize government services through expertise, innovation, and technology**.

Company & Employee Profile

Organization Legal Name	Kofile Technologies, Inc.
Type of Business	Corporation
Ownership	Owned 100% by Kofile, Inc. (Private Holding Company)
Tax ID	26-4034328
State/Date of Incorporation	1/8/2009 Delaware
SAM.GOV UEI No.	GUUCEJ3BYEB4
Principal Place of Business	Corporate Digitization & Conservation Lab 6300 Cedar Springs Road, Dallas, TX 75235
Mailing Address	P.O. Box 541028, Dallas, TX 75354
Region Served	National Company
Employee Count	Companywide: 500+ Permanent Employees  Micrographics & Digitization Lab: Sun Valley, CA: Staffed by 34 Employees (with others working remotely within the State, supporting this Lab)
Website	www.Kofile.com
Organization Representative Name(s) and Contact Information	Authority to Bind: Zach Horn  Authority to Clarify Proposal: Jack Morris jack.morris@kofile.com (214) 729-6885



## Experience

Kofile is dedicated to preserving and protecting America's public records, serving over 3,000 government clients across 33 states. With decades of experience, Kofile has successfully completed tens of thousands of projects, from small-scale local initiatives to large-scale records preservation and digitization for major metropolitan areas.

Kofile's expertise spans permanent retention, historical, and active records for a wide range of government and public entities, including Auditors, Elections Offices, County and District Clerks, Assessors, Records, Courts, District Attorneys, Tax Assessors, Sheriffs, and Judges. Whether for small municipalities or large metropolitan areas, Kofile delivers tailored solutions to meet the unique needs of each client.

## Key Differentiators

In a landscape of strained budgets, outdated systems, and ever-evolving mandates, **Kofile** stands as a true partner to government agencies—trusted not just for what we do, but for how we do it. We don't just digitize public records; we preserve legacies, fortify access, and future-proof operations with secure, scalable, and strategic solutions.

## What Sets Us Apart

### Our People and Expertise

- **Unmatched scale and specialization** with over 500 employees across four secure U.S. facilities
- **Decades of experience** delivering successful records projects for over 3,000 local governments, including San Antonio, Los Angeles, Dallas, Wayne County (Detroit), and Harris County (Houston)
- **Proven capability** to digitize over 25 million pages and preserve 6+ million archival pages annually
- **Trusted across funding sources**, including federally funded initiatives requiring strict adherence to FERPA, HIPAA, CJIS, and local government mandates
- **Cross-functional teams** of preservationists, technicians, and compliance experts who deliver precise, on-time results
- **Comprehensive project support** from assessment and planning to execution and delivery



## Our Commitment to the Future

- **Quicklink<sup>SM</sup>**: Our proprietary cloud-based platform for secure, indexed access to land, court, vital, and case records, with optional e-commerce for self-funded record access
- **Civic Hub<sup>SM</sup>**: An intuitive digital portal designed to improve engagement between governments and their constituents
- **State-of-the-art infrastructure** including a 150,000 sq. ft. fire- and F5 tornado-resistant Dallas HQ, climate-controlled environments, archival-grade vaults, and restricted-access security protocols
- **Advanced equipment** such as large-format, non-contact, and batch scanners, custom-built software, and patented preservation tools like Disaster-Safe Binders and lay-flat sleeves
- **Tailored storage solutions** engineered for long-term preservation, from mobile shelving and plat systems to custom records desks
- **Strategic planning for continuity**: Hundreds of customized records management plans designed to future-proof access and safeguard against catastrophic events

## Our Commitment to You

- **Transparent partnerships** with clear scopes, timelines, and pricing from day one—no surprises
- **Client ownership of data**: You retain full control of your records and digital files at all times
- **Secure transport and chain of custody**: DOT-compliant vehicles, GPS tracking, and item-level inventory ensure safe and accountable handling
- **Rigorous QA/QC protocols**: Every document is reviewed with manual image comparison; defects are corrected in-house before delivery
- **Scalable, responsive service** for projects of any size—from single departments to multi-county or district-wide initiatives
- **Assessment-driven approach**: Complimentary evaluations provide a clear picture of your record collection's condition, risks, and opportunities
- **Dedicated support teams** including solution architects and technical specialists guiding you from kickoff to delivery



## SERVICES

Kofile is a national leader in the preservation, digitization, and modernization of public records. We partner with government agencies to protect and transform their most valuable documents through archival-safe preservation, digitization, and accurate indexing services. Our expertise extends to the conversion of microfilm and microfiche, ensuring long-term access to aging media formats. Kofile also offers a suite of complementary products and solutions—including our proprietary **Quicklink<sup>SM</sup>** digital access platform, custom shelving systems, and patented lay-flat mylar sleeves and archival binders—designed to enhance records organization, accessibility, and security. With decades of experience and a commitment to excellence, Kofile delivers scalable, end-to-end solutions tailored to the evolving needs of public agencies.

## IMPLEMENTATION METHODOLOGY

Kofile follows a structured, client-centered implementation approach designed to ensure accuracy, transparency, and minimal disruption to your organization's operations. Kofile will work to align scope, timelines, technical requirements, and key stakeholders during the initiation phase of the engagement. Our teams conduct thorough assessments of record conditions, formats, and retention needs to define the most effective path forward—whether the project involves digitization, indexing, microfilm, or preservation.

Throughout execution, we maintain chain-of-custody tracking, rigorous quality control, and real-time progress updates via secure platforms. Services are delivered through a combination of on-site and facility-based workflows, depending on client needs, and all deliverables are validated prior to handoff. Kofile's methodology ensures that each project is compliant, scalable, and built to meet both immediate access goals and long-term archival standards

## SCOPE OF WORK

- Inspect and log each item upon receipt.
  - Disbind volumes by hand (Kofile does not guillotine volumes to separate pages).
  - Flatten sheets using tacking irons, heat presses, or an Ultrasonic Humidification Chamber.
  - Surface clean sheets according to in accordance with the Code of Ethics & Guidelines for Practice of the American Institute for Conservation (AIC).
  - Remove any non-archival repairs, adhesives, residual glues, fasteners, or lamination to the extent possible without causing damage to paper and inks.
  - Mend tears and guard burns on back side of sheets with acid free and reversible mending materials.
  - Deacidify sheets with Kofile's proprietary solution Bookkeepers®.
  - Encapsulate each sheet in Kofile's proprietary Lay Flat Archival Polyester Pocket™.
  - Re-bind in custom archival quality binder (Heritage Recorder Binder or Kofile's proprietary Disaster-Safe Binder). A volume may return split due to the added weight of the Mylar.
- 
- Images are captured at 300 dpi in greyscale to ensure optimum contrast, legibility, and flexibility for further image enhancement when required.
  - Images accumulate as bi-tonal images in a format to load to the client's record-keeping system. (Please note that uploading to a system incurs an additional charge.)
  - Capture verification.
  - IMAGE PERFECT, Kofile's proprietary software, ensures the optimum image quality with custom image clean up and enhancements such as deskew, despeckle, character repair, polarity reversal, and zonal processing.
  - Crop excess blank space around image. This may involve manual cropping to ensure best quality image.
  - Images are named (tagged for the directory file structure) by book, volume, and page.
  - Images are grouped (stapled) together to form documents.
  - If applicable, images are optimized and scaled for system output.
  - When multiple documents (Deeds, Birth Record, etc.) exist on a single page, images are split so that each document is viewable individually. In the case of Vitals, this service incurs additional charges. Amendments are stapled to the appropriate Certificate and indexed in place of the original Certificate.
  - Stitching: If identified, images receive stitching where necessary, such as entries that horizontally span the length of more than one page.
  - Client receives a master in a medium suitable to the project size (e.g., SFTP, USB).
- 
- Key and blind re-key verify documents.
  - Formatting of metadata (indexes) per the requirements of the client's record keeping vendor.

- Standard Indexing fields for land records:
- Doc type, instrument number, document reference number, vol/page reference, book/vol/page, grantor & grantee (all), file date, document date, legal description (up to 3 property descriptions)

**TRANSPORTATION & FACILITIES**

Kofile prioritizes security and accountability at every stage of records management. From GPS-tracked, DOT-compliant transportation to strict chain-of-custody protocols, we ensure records remain protected and meticulously tracked. Our permanent, climate-controlled facilities feature advanced security systems and archival vaults, providing a secure environment for processing and preserving critical government records.

**Secure Transportation**

Kofile personnel pick up and transport records. Kofile will provide all supplies, materials, equipment, transportation, and related items. Additionally:

- Vehicles are DOT compliant
- Vehicle doors remain locked – including rear gate with padlock
- Include GPS

Go through a vehicle pre-check before leaving

**Chain of Custody Control**

Kofile's chain of custody control is unparalleled. Kofile Transportation Services monitors inventory at the box, folder, and page level, and experts examine each item prior to any service. The chain of custody includes transport, facility security, technological safeguards, and project management tools/tracking.

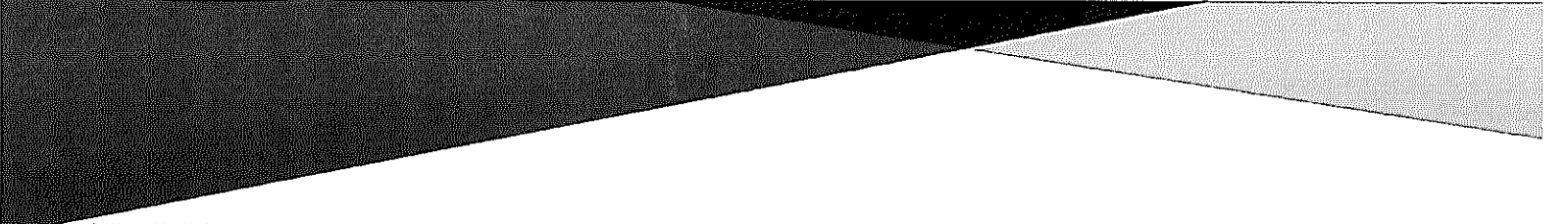
**State-of-the-Art Facilities**

Kofile has:

- Secure, permanent facilities employing full-time, permanent employees.
- Code-compliant facilities and archival, climate-controlled vaults.
- State-of-the-art security systems.
- East, Central, and West Coast facilities servicing the entire country.



Kofile headquarters, located in Dallas, TX:



This is a permanent 150,000 square foot facility that features:

- Fire-resistant brick and concrete building (F5 Tornado Resistant). Structural steel support members, fire-rated walls, ceiling, and flooring.
- Archival vaults (Media Vault and two Book/Paper Vaults).
- Security fences surround the property with restricted control access at each gate/door.
- State-of-the-art security systems protect the entire facility and each vault.

#### **PRICING**

Without a signed agreement, prices are good for 90 days. Pricing is based on estimated document and page counts and condition. Final billing occurs on actual document and page counts and condition per mutually agreed upon pricing; not to exceed the P.O. without written authorization.

#### **PURCHASING VEHICLE**

##### **TXMAS**

This project is presented via TXMAS Contract No. TXMAS-23-92001. Please reference this number on the P.O. Without a signed agreement, prices are good for 90 days. All pricing is based on estimated page counts and condition. Final billing occurs on actual page counts and condition per mutually agreed upon pricing; not to exceed the P.O. without written authorization.



Hockley County Clerk   TX					
Project Overview - Estimated Volumes and Pricing					
Record Series	Volume	UOM	Quantity	Level of Service	Estimated Total
Marks and Brands volumes 1 and 2 combine to one volume	various	Per Page	600	Book Preservation	\$3,852.00
Misc record 1 and 2	various	Per Page	1,280	Book Preservation	\$8,217.60
Fed Tax Lien Combine volume 1 and 2	various	Per Page	550	Book Preservation	\$3,531.00
Lis Pendens 1-2-3 combine to one volume	various	Per Page	380	Book Preservation	\$2,439.60
Abstract Judgement 1-3 combine 1 and 2	various	Per Page	900	Book Preservation	\$5,778.00
Combine all volumes, Alien ownership, dental register, embalmer, County boundries, Hockley boundry, hockley and lubbock boundry	various	Per Page	200	Book Preservation	\$1,284.00
Marks and Brands 1-4, Misc records 1-9, Fed tax lien 1-9, State Tax Lien 1-6, Hospital Lien 1-5, Lis Pendens 1-4, Abstract Judgement 1-12,,	various	Per Image	27,860	Archival Imaging	\$13,094.20
Marks and Brands 1-4, Misc records 1-9, Fed tax lien 1-9, State Tax Lien 1-6, Hospital Lien 1-5, Lis Pendens 1-4, Abstract Judgement 1-12,		Per Doc	14,000	Standard Indexing	\$28,980.00
Alien Ownership, Dental Register, Embalmer, County Boundry, Hockley Boundry, Lubbock and Hockley boundry		Per Doc	200	Standard Indexing	\$740.00
Product			Quantity	Estimated Total	
			PROJECT TOTAL	\$67,916.40	

PURCHASING VIA TXMAS

Please reference Contract No. TxMAS-23-92001 directly on the P.O. Kofile can prepare a Shopping Cart in TxSmartBuy so Hockley County Clerk | TX can complete this purchase. Hockley County Clerk | TX is billed using the following TXMAS line items:

TXMAS BILLING LINE ITEMS						
Part No.	NIGP	DESCRIPTION	UOM	UNIT PRICE	Qty	LINE TOTAL
IMGP701	92030	Archival Imaging Of Unbound Positive / Typescript	Per Image	\$0.47	27,860	\$13,094.20
IND703	92021	Archival Indexing: Backfile Archival Indexing Of Land Record / Typescript	Per Doc	\$2.07	14,000	\$28,980.00
IND704	92021	Archival Indexing: Backfile Archival Indexing Of Land Record / Manuscript	Per Doc	\$3.70	200	\$740.00
PRV701	96272	Record Book Preservation By Page	Per Page	\$6.42	3,910	\$25,102.20
					TOTAL	\$67,916.40

BILLING

Pricing based on the assumptions and records provided by Hockley County Clerk | TX, as outlined in the Scope of Work section of this response. Kofile will invoice based on actual document and image counts times the unit rate and will not exceed the estimated total without written authorization.

PAYMENT TERMS

Kofile will invoice 50% of the total proposed estimate upon first pickup of any inventory. The remaining balance will be invoiced upon the earlier of thirty (30) days after completion or delivery. Proposal pricing from Kofile is a good-faith estimate based upon information provided to or understood by Kofile. Actual pricing may vary based upon the actual quantity or condition of records.

TERMS & CONDITIONS

This proposal is governed by Kofile's Terms & Conditions at: <https://Kofile.com/termsandconditions/>.

ACCESSIBILITY OF RECORDS

All records held at Kofile are maintained as private and confidential material. All physical or digital records (including volumes, documents, digital images, metadata, or microfilm) serviced by Kofile shall remain the property of Hockley County Clerk | TX. Client is guaranteed access to records via email or toll-free fax. Upon receipt of a records request, Kofile will flag the requested record and verify inventory control, pull supporting paperwork, and email/fax a response to the approved requester or alternate.

PROJECT IMPLEMENTATION & CLIENT ACCEPTANCE

Project Implementation

To initiate services with Kofile, please contact your designated Sales Representative, who will serve as your primary point of contact throughout the engagement.

Upon finalizing terms, Kofile will coordinate closely with Hockley County Clerk | TX to confirm schedules, logistics, and deliverables, ensuring a seamless transition from procurement to project implementation.

Customer Acceptance

Name (Authorized Official):	Sharla Baldrige
Title: Hockley County Judge	
Date: 11-24-2025	
Signature: Sharla Baldrige	

Kofile Acceptance

Name (Authorized Official):	Jack Morris
Title:	Account Executive
Date:	11-24-25
Signature:	Jack Morris

Motion by Commissioner Wisdom, second by Commissioner Carter, 4 votes yes, 0 votes no, that Commissioners Court approved the purchase of one (1) 2024 Chevrolet Silverado PPV and one (1) 2026 Chevrolet Tahoe PPV patrol vehicles for use by the Hockley County Sheriff's Office through TIPS-USA and will be purchased from 2026 budgeted funds. As per TIPS pricing summary recorded below.



PRODUCT PRICING SUMMARY

TIPS 240901 Transportation Vehicles

VENDOR- 5426 LAKE COUNTRY CHEVROLET, 2152 N. WHEELER STREET JASPER, TX 75951

End User: Hockley County

Prepared by: SETH GAMBLIN

Contact:

Phone: 512.436.1313

Email:

Email: SGAMBLIN.SILSBEEFLEET@GMAIL.COM

Product Description: SILVERADO 1500 PPV 9C1

Date: November 18, 2025

A. Bid Item:

A. Base Price: \$ 41,907.00

B. Factory Options

Code	Description	Bid Price	Code	Description	Bid Price
CK10543	2024 SILVERADO 4WD CREW CAB	\$ -	QT5	EZ LIFT POWER LOCK TAILGATE	\$ 150.00
	SHORT BOX 9C1 PPV	\$ 8,575.00	AMF	KEYLESS ENTRY 2 EXTRA	\$ 75.00
L84	ENGINE 5.3L ECO TECH V8	\$ 1,595.00	A2X	10 WAY DRIVER SEAT	\$ 290.00
9G8	DAYTIME HEADLAMP DELETE	\$ 50.00	V76	RECOVERY HOOKS FRONT FRAME	
G80	AUTO LOCKING REAR DIFF		ZLQ	WT FLEET CONVENIENCE PACKAGE	\$ 370.00
NZZ	SKID PLATES				
Z82	TRAILERING PACKAGE	\$ 425.00		Wheels, 20" x 9" Black painted steel	
	7" TOUCH SCREEN			Tires, 275/60R20SL all-terrain, blackwall	
8F2	BADGE DELETE		Total of B. Published Options:		\$ 11,530.00

Published Option Discount (5%) \$ (576.50)

C. Unpublished Options

\$= 0.0 %

Description	Bid Price	Options	Bid Price
		EXTERIOR - BLACK	
		INTERIOR - JET BLACK CLOTH H0U	
		VINYL REAR	
		UNIT ON THE GROUND	
		3GCUD4ED1RG291951	

Total of C. Unpublished Options: \$ -

D. Floor Plan Interest (for in-stock and/or equipped vehicles):

\$ -

E. Lot Insurance (for in-stock and/or equipped vehicles):

F. Contract Price Adjustment:

G. Additional Delivery Charge: 350 miles

\$ 700.00

H. Subtotal:

\$ 53,560.50

I. Quantity Ordered 1

\$ 53,560.50

J. Trade in:

\$ -

K.

L. Total Purchase Price

\$ 53,560.50



Motion by Commissioner Wisdom, second by Commissioner Clevenger, 4 votes yes, 0 votes no, that Commissioner Court approved a road crossing for Texland Petroleum on Chickadee Road in Precinct 1. As per petition and order recorded below.

BEFORE THE HONORABLE BOARD OF COUNTY COMMISSIONERS  
HOCKLEY COUNTY, TEXAS

IN THE MATTER OF THE APPLICATION OF Texland Petroleum FOR AUTHORITY TO  
USE A PART OF THE PUBLIC ROADS OF HOCKLEY COUNTY, TEXAS

PETITION

Comes now, the Petitioner, Texland Petroleum and petitions this Honorable Board for the right and authority to lay, construct, operate and maintain 1 pipelines under and across certain county roads situated in Hockley County, Texas, which said pipelines are to be used for the purpose of transporting oil/w/gas from the Petitioner's sources of supply to Petitioner's markets.

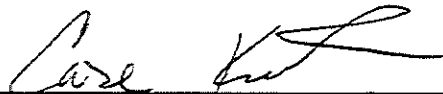
The location of the points at which Petitioner wishes to undercross said county roads with said pipelines and the general specifications are more particularly described on a map marked Exhibit "A" and general specifications marked Exhibit "B", all of which are attached hereto and made a part of this application. Petitioner represents and states that if granted the authority herein requested, it will conform with and abide by the rules of all persons and bodies having jurisdiction and by the following conditions:

1. The Petitioner shall, in constructing said pipelines undercrossings cause the very minimum of inconvenience and obstruction of public travel along said roads, and, further, shall operate and maintain said pipelines undercrossings in a manner so as not to inconvenience, endanger or obstruct public travel along said roads.
2. Upon the completion of each pipelines undercrossing constructed hereunder Petitioner shall immediately backfill, re-construct and replace the portions of the roads across which said pipelines are laid and constructed so that such roads shall be in equally as good a condition as prior to such construction.
3. So long as said pipelines are maintained and operated under said roads Petitioner shall be responsible for doing any work which, due to the existence of said pipelines undercrossings, needs to be done on said roads at the location thereof, all in order to maintain said roads, at such points, in a condition equal to other portions of said county roads.
4. Should Petitioner remove said pipelines from any of said roads, it will replace and recondition the road concerned, at the location of said removal, in substantially the same condition as it was prior to such removal, all liability of Petitioner for the maintenance and reconditioning of such roads shall cease as soon after such removal as the COUNTY OF HOCKLEY has approved the maintenance and reconditioning work done by Petitioner.
5. Petitioner agrees that if at any time the County of Hockley shall deem it necessary to make any improvements or changes on all of or any part of the right of way of the county roads which affect the Utility as located under this order, then and in such event, the Petitioner or his Assignee shall make such reasonable changes of its facilities located within such right of way as may be deemed necessary, such work to be done without cost to Hockley County, Texas.
6. The construction or laying of said pipelines by Petitioner hereunder shall be considered and shall constitute and acceptance of this order and of all of the terms and conditions herein set forth.
7. Petitioner agrees that if at any time the County of Hockley deems it necessary that these crossings be encased in accordance with the then existing State Highway specifications, Petitioner agrees to do so at its own expense.

Wherefore, your Petitioner respectfully prays that your Honorable Board enter and order herein authorizing Petitioner to use and occupy the portions of the roads in Hockley County, Texas, more particularly herein above set out and described and at the locations shown and set out in said Exhibits "A" and "B" attached to this application.

DATED this 11 day of November, 2025.

BY





Dropped pin

Google Maps

Chickadee Rd

Chickadee Rd

Chickadee

View

50 ft  
10 m



Groceries

Hotels

Gas

Restaurants

Search here



3:26



BEFORE THE HONORABLE BOARD OF COUNTY COMMISSIONERS  
HOCKLEY COUNTY, TEXAS

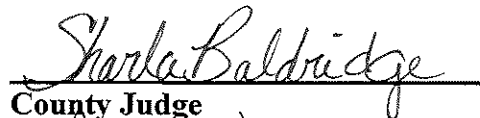
IN THE MATTER OF THE APPLICATION OF TEXLAND PETROLEUM FOR AUTHORITY  
TO USE A PART OF THE PUBLIC ROADS OF HOCKLEY COUNTY, TEXAS

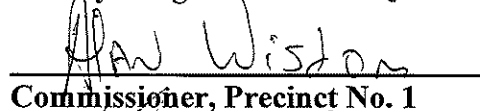
ORDER

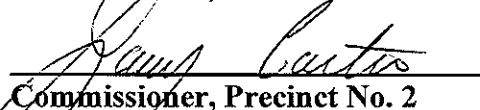
This cause coming on to be upon the petition of TEXLAND PETROLEUM hereinafter referred to as "Petitioner". The Board finds that in order that Petitioner may carry out its corporate objects and powers, it is necessary for it to lay, construct, operate and maintain pipelines across certain county roads situated in Hockley County, Texas, as set forth in the Petitioner's application filed herein.

THEREFORE, IT IS HEREBY ORDERED that, subject to the conditions herein after set forth, said Petitioner, TEXLAND PETROLEUM is hereby granted permission and authority to lay, construct, operate and maintain pipelines across certain county roads at the locations set forth in Exhibits "A" and "B" attached to the application of Petitioner herein, which Exhibits "A" and "B" and application are hereby made a part of this order as fully as if set out in length herein provided.

1. The Petitioner shall, in constructing said pipelines undercrossing cause the very minimum of inconvenience and obstruction of public travel along said roads, and, further, shall operate and maintain said pipelines undercrossing in a manner so as not to inconvenience, endanger or obstruct public travel along said roads.
2. Upon the completion of each pipelines undercrossing constructed hereunder Petitioner shall immediately backfill, re-construct and replace the portions of the roads across which said pipelines are laid and constructed so that such roads shall be in equally as good a condition as prior to such construction.
3. So long as said pipelines are maintained and operated under said roads Petitioner shall be responsible for doing any work which, due to the existence of said pipelines undercrossings, needs to be done on said roads at the location thereof, all in order to maintain said roads, at such points, in a condition equal to other portions of said county roads.
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7. Petitioner agrees that if at any time the County of Hockley deems it necessary that these crossings be encased in accordance with the then existing State Highway specifications, Petitioner agrees to do so at its own expense.

  
County Judge

  
Commissioner, Precinct No. 1

  
Commissioner, Precinct No. 2

11-24-2025  
Date

  
Commissioner, Precinct No. 3

  
Commissioner, Precinct No. 4

There being no further business to come before the Court, the Judge declared  
Court adjourned, subject to call.

The foregoing Minutes of a Commissioner's Court meeting held on the 24th  
day of November, A. D. 2025, was examined by me and approved.

Alan Wisdom  
Commissioner, Precinct No. 1

[Signature]  
Commissioner, Precinct No. 3

[Signature]  
Commissioner, Precinct No. 2

[Signature]  
Commissioner, Precinct No. 4

Sharla Baldrige  
County Judge

Jennifer Palermo  
JENNIFER PALERMO, County Clerk, and  
Ex-Officio Clerk of Commissioners' Court  
Hockley County, Texas

