



Dinwiddie County Circuit Court

14008 Boydton Plank Road

Dinwiddie, Virginia 23841

Phone: 804-469-4540

MEMORANDUM

TO: Board of Supervisors
FROM: Barrett Chappell
DATE: January 18, 2022
SUBJECT: Contract Award, Item Conservation

Background

Each year the Circuit Court allocates money for the conservation and preservation of historical records. These projects are funded by grant funds through the Library of Virginia and through County Funds. In December 2021, the Library of Virginia awarded the County \$69,219.25 as part of the Circuit Court Preservation Grant.

Actions

The County obtained a quote from Kofile Preservation. Kofile is currently the sole source provider of this service in the area.

Recommendation

We recommend approval of the following resolution.

BE IT RESOLVED, that the Board of Supervisors of Dinwiddie County, Virginia does hereby authorize and direct the County Administrator to execute the attached contract with Kofile Preservation for Item Conservation with any changes, substantive or otherwise, as may be approved by the County Administrator.