

**REQUEST FOR PROPOSALS**  
**RECORDS MANAGEMENT SYSTEM ENABLING DIGITAL**  
**STORAGE AND SEARCH CAPABILITIES**

*The Hamilton County Clerk's Office is accepting request for proposals from firms to provide a records management system for the County Clerk's office to enable digital storage and search capabilities for land and vital records. We want an enhancement to that system to allow for probate and civil records to be included. The organizations with five or more current customers of such systems in Texas Counties are eligible to submit proposals.*

*One reproducible original and five (5) copies of the response, including all required forms and applicable supporting documentation are required.*

*Responses must be received by the Hamilton County Clerk no later than 4:30 P.M. on Friday, April 15, 2011. The responses must be bound and sealed when submitted and the outside of the envelope marked "Request for Proposal". Any questions please call (254)-386-3518. The response material must be addressed and delivered to:*

*Debbie Rudolph  
Hamilton County Clerk  
102 North Rice, Suite 107  
Hamilton, Texas 76531*

*It is understood that Hamilton County reserves the right to accept or reject any and/or all responses and to waive formalities relating to this RFP as it shall deem to be in the best interest of Hamilton County.*