

Proposal to:

**Scan Vital Record Books On-Site
with Document Indexing
2022-01.019.01**

Presented to:

**Franklin County Clerk
901 Public Square
Benton, IL 62812**

Presented by:

**US Imaging, Inc.
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January 18, 2022

US Imaging

January 18, 2022

Greg Woolard
Franklin County Clerk & Recorder
901 Public Square
Benton, IL 62812

US Imaging, Inc. is pleased to present this proposal to scan and full index Vital Record onsite for Franklin County. Our team will provide Franklin County with an unparalleled combination of county expertise, proven processes, and state of the art technology to provide the highest quality images and indexes possible. US Imaging understands the scope of work required, the critical success factors, and the County's goals. US Imaging has become America's premier County Conversion Service for the following reasons:

- **Experience** – We have been in the imaging business for 46 years and have successfully served over 890 Counties nationwide. We are the only scanning vendor in America that exclusively serves Counties.
- **3 Stage Process** – Our unique 3 stage process allows us to provide the highest quality at the lowest price while providing the County with complete control over the image quality and project budget.
- **Stage 1: On-Site Scanning** – County Records are irreplaceable and extremely valuable; therefore, we scan all media on-site.
- **State of the Art Scanners** – We are a beta test site for multiple scanner manufacturers and receive new technology several months before our competitors. We are constantly upgrading and currently operate the very latest scanners for Bound books, Photostat books, Rollfilm, Cards, Aperture Cards and Drawings.
- **ImageXpress** – A software utility that allows Counties to easily access images by book-page #, document #, quickly scroll through an entire book, roll, jacket or aperture card, view both TIFF & JPEG images, adjust JPEG grayscale contrast, crop, deskew, redact, mask, print, save or e-mail images as needed.
- **Stage 2: Double Inspect, Group, Index & Verify** – 100% of the images are inspected for legibility, grouped together as documents, and indexed by 2 separate operators and compared electronically, any mismatches are inspected by a third operator and corrected for 100% accuracy.
- **Poor Quality Reporting** – 100% of the images are inspected two times as 12" x 16" images on 27" portrait monitors for legibility. We will provide a detailed report of Book-Page # or Document-Page # and the reason that it has been reported as poor quality: too light, too dark, blurry, A Page, retake, missing, etc.
- **ImageReview** – A software utility that sorts and filters the images on the poor quality image report and displays the poor quality images. The County can easily uncheck images that are acceptable quality.
- **Stage 3: Image Enhancement** – US Imaging can adjust the poor contrast of an entire roll, splice, book, jacket, aperture card, document, page, or any specific area on a page to provide the most legible images possible.
- **Image & Index Formatting** – US Imaging has export formats for every County Imaging system on the market.
- **Guaranteed Quality** – If a County is ever unsatisfied with any image or index, we will correct it for free.

We appreciate the opportunity to present our services and look forward to working with you. If you have any questions, please call (989) 928-1559 or e-mail rolson@us-imaging.com.

Sincerely,



Rhonda Olson
Northern Account Manager
US Imaging, Inc.

400 S. Franklin Street • Saginaw, MI 48607
Phone: (989) 753-7933 • Fax: (800) 517-4293

Franklin County Requirements:

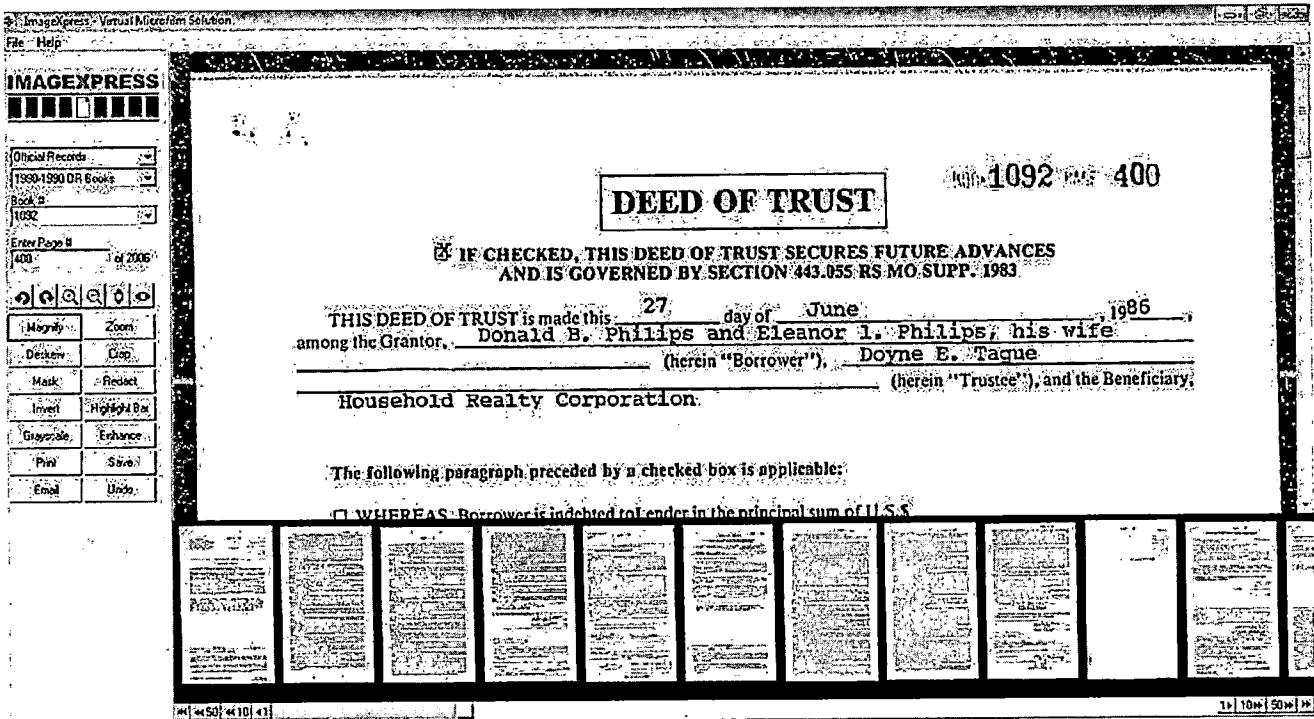
- **Work Area** - County will provide a 12' x 18' space inside the County Building, near the vault with access 24 hours per day, 7 days a week, electricity, lighting, and heat/air to allow on-site scanning. If on-site time is less than 24/7, the time and investment to complete will change according to the hours and days access is available.
- **Hardware** – County will allocate sufficient hard drive storage to import TIFF images into the system.
- **Import** – County will work with their system vendor, **DevNet**, to import images into the system.
- **Pilot** - County will inspect the first 1,000 images each time that the media changes and approve image quality and index accuracy.
- **Poor Quality Image Report** – County will review images on the poor quality image report and approve the enhancement and indexing of Poor Quality images.

US Imaging Requirements:

Stage 1 – Capture & Pilot

- **On-Site Scanning** – We will provide all necessary hardware, software, staff, and project managers to perform scanning at your facility 24 hours per day, 7 days a week. If on-site time is less than 24/7, the time and investment to complete will change according to the hours and days access is available.
- **Inventory** – US Imaging Staff will create an inventory report of all the media types for the entire range of images that require capture. This on-line report will be utilized to track the progress of the project from start to finish.
- **Book Tracking** – Labels will be applied to the County's shelving units to identify the location where books are to be returned after scanning. Labels will be removed once scanning is complete.
- **Book Inspection** - If books or pages in mechanical binders require sorting or preparation, we can sort or prep them for \$30.00 per hour. If pages are too fragile to handle, we will bring this to the County's attention and recommend a Book Restoration and Binding Company.
- **Book Handling** - Books will be removed from shelves in sequential order. Bound pages will remain in the binder and placed in a custom book cradle during capture to hold two pages (left & right) open, flat, level and in focus. Pages in mechanical binders that are smaller than 12" will be removed from the binders and fed through a document scanner. After scanning, pages will be placed back into mechanical binders and books will be put back onto shelves in order.
- **Bound Book Scanning** – Pages within a bound (sewn or glued) binder will not be cut and the pages and binder will remain as intact. Pages will be scanned on a book scanner at 300dpi and are saved as color JPEG images. Our Book Scanners will capture two pages (left & right) per image, utilize book cradles to hold pages level & a glass platen will flatten the pages to minimize spine curvature and allow the scanner to obtain consistent focus and sharpness across both pages. US Imaging will scan the spine of each book to capture the date range.
- **Mechanical Book Scanning** – Handwritten, Typed and Photostat pages are removed from mechanical binders and are scanned in color at 300dpi and are saved as color JPEG images. Pages are fed through an automatic document feeder and capture the front and back of the page simultaneously to create two individual JPEG images. Scanners will be cleaned each time that vertical lines appear to minimize file size and eliminate data from being covered up. US Imaging will scan the spine of each book to capture the date range.
- **On-Site Content Inspection** – After scanning, our on-site staff will inspect 100% of the pages as 1"x1.5" thumbnail images to confirm that no pages have been double fed, cut off, stretched, or contain scanner errors. Any pages with these issues will be rescanned at no charge before the on-site team leaves the premise. If pages are sequentially numbered within each book, our on-site staff will confirm that the quantity of images within each book directory matches the last page number within each book. If there are any mismatches between number of images and number of pages, they will be corrected if present or noted in the production report. 100% of the JPEG and TIFF images will be thoroughly inspected for legibility and image quality as 12"x18" full size images in Stage 2.
- **JPEG to TIFF Conversion** - All JPEG images will be converted to 300dpi single page Black & White TIFF images with Group IV compression. TIFF images will be sequentially numbered by a zero filled 8-digit number and stored in folders named by the Document Type and Book #.
- **Automatic Image Enhancement** - Each TIFF image will be automatically deskewed and solid black borders will be removed for optimum file compression. Despeckle is not performed on scanned images to preserve punctuation.
- **Automatic Polarity Reversal** – Each TIFF image will be automatically reversed. Black images with white text, will be reversed to white images with black text. If Dual Polarity exists, this will be corrected in Stage 3.
- **Pilot Images** – 1,000 images from each media change will be cropped, enhanced, grouped as documents, indexed by Document number or Book-Page number and saved as multi-page TIFF's that can be easily viewed by any imaging viewer. We will e-mail a link, username, and password to download the Pilot Images from our FTP site.

- **USB Hard Drives** – All single page JPEG and TIFF images will be copied to two sets of external USB Hard Drives. One set will be shipped to the County for review and on-site backup. One set will be stored at US Imaging for off-site backup.
- **ImageXpress** – We will provide a software utility called *ImageXpress* to allow the County to retrieve single page TIFF & JPEG images until final images from Stage 3 are completed and imported into the Recording System. End users can retrieve digital images in the same manner as they currently do from microfilm and books, only much faster! Digital images can be viewed at Fit to Height, Fit to Width, Zoomed, Deskewed, Cropped, Redacted, Masked, Inverted, and viewed in Black & White or Grayscale. Grayscale images can be adjusted lighter and darker and multiple pages can be selected for printing, saving, or e-mailing as TIFF, JPEG or PDF. A web-based version is also available if the County would prefer to host the images or have US Imaging host the images. Training will be provided via GoToMeeting at no charge.



Stage 2 – Crop, Inspect, Group, Index and Verify

- **Excess Border Removal** – Due to certain Aperture camera copy boards, page sizes, scratches on film and film formats, the automatic crop included in Stage 1 may leave large white borders, black borders, black lines, and shadows on the images. Manual cropping can be performed to provide a more accurate original page size, fewer bytes per image and better performance of your system and overall appearance of every image. No data or marginal notations will be removed from the image during this process.
- **Single Inspect & Report Quality** – Each black and white TIFF image will be visually inspected as a 12"W x 16"H image on 27" Portrait monitors and compared to the color or grayscale JPEG image on a second monitor and TIFF images with missing light data or gray shaded boxes that turn black with be reported as poor quality. Our staff will also check for sequential page order, missing pages, duplicate pages, "A" pages, retakes, and image quality. Particular attention is to be given to the Party Names, Dates, Legal Descriptions and Signatures during this process. If any part of the image is considered illegible it will be added to the Poor Quality Image Report. The poor quality issues that will be identified on the report are image too dark, image too light, blurry, white spots, black spots, poor original, out of order, missing, duplicate, "A" page & retake.
- **Double Inspect & Verify (Optional)** – Image quality is subjective, and we highly recommend a second opinion. 100% of the images will be inspected and reported a second time by a second inspector. The poor quality images identified by the first inspector and the second inspector will be consolidated into one Poor Quality Report to guarantee the highest image quality possible.

- **Page Duplication** – Handwritten and Typed Books commonly have multiple Documents on a single page. These pages are duplicated so that each Document can have their own set of images. A 600-page Book commonly has 900 Documents and therefore 300 pages are duplicated.
- **Double Page Duplication (Optional)** – Duplication of pages is performed a second time and the second set of duplicated images are electronically compared against the first set of duplicated images and any mismatches are corrected by a third set of operators to provide the most accurate duplicating possible.
- **Manually Group & Index** – During scanning images are captured as single images and stored in folders by each Book #. If Computer Index data is not available, our staff will manually group individual images together as documents and index each document by the Document # or the Book-Page # of the first page of each new document in a single pass at 98% accuracy.
- **Double Group, Index & Verify (Optional)** – Manual grouping and indexing is prone to human errors, and we highly recommend double grouping and indexing to eliminate them. 100% of the images will be grouped and indexed a second time by a second indexer. The documents and indexes identified by the first indexer and the second indexer will be compared electronically and any mismatches will be inspected, verified, and corrected by a third indexer to guarantee the highest grouping and indexing accuracy possible.
- **USB Hard Drives** – 100% of the inspected, cropped, grouped, indexed, and verified TIFF images, the Poor Quality Image Report and **ImageReview** Software will be copied to two sets of external USB Hard Drives. One set will be shipped to the County for review and on-site backup. One set will be copied to the Stage 1 USB Hard Drive and stored at US Imaging for Stage 3 enhancing and off-site backup.
- **ImageReview Software** - We will provide a reviewing software program called **ImageReview** that will allow the County to easily sort the Poor Quality Report by Document-Page #, Book-Image # or Poor Quality Issue (light, dark, blurry, etc.). **ImageReview** can also filter the images by poor quality issue to isolate specific issues of concern and minimize the number of images that need to be reviewed. **ImageReview** will display the poor quality image so the County can see the problem with the image. Images can be deselected from the list if the image is of acceptable quality to the County. **ImageReview** highlights images on the list after they have been inspected so the users know if the image has already been inspected or not. Once inspection is complete, **ImageReview** exports an approved list of images to be enhanced that can be easily e-mailed to US Imaging and provide approval to proceed to Stage 3. This tool dramatically reduces the number of images that need to be inspected by the County and provides the County with complete control over the quality and budget.

US Imaging

Open | Group | Export | E-Mail

Unhighlight all records

Book/Image	Issue	ok
1 1234/00000096.TIF	Dark	<input checked="" type="checkbox"/>
2 1234/00000280.TIF	Dark	<input checked="" type="checkbox"/>
3 1234/00000447.TIF	Dark	<input checked="" type="checkbox"/>
4 1234/00000690.TIF	Light	<input checked="" type="checkbox"/>
5 1234/00001011.TIF	CUR OFF	<input checked="" type="checkbox"/>
6 1234/00001013.TIF	Dark	<input checked="" type="checkbox"/>

Total Images: _____

3207 RELEASE OF THE CLERK

FOR VALUE RECEIVED, the undersigned do hereby acknowledge ASSOCIATES FINANCIAL SERVICES COMPANY OF KENTUCKY, INC., a Kentucky Corporation, does hereby release and discharge any interest which it has in a certain Real Estate Mortgage executed by Paul S. Henrich, Jr. and Diana M. Henrich the property described therein, said Real Estate Mortgage having been duly executed on 8/2/03 and recorded in the Office of the Clerk of the Court of Warren, State of Kentucky, in No. File #2 12787 Mortgage Record Book: _____ Page _____ Instrument No. _____ and said Record Office is hereby instructed to release and cancel said Real Estate Mortgage from his records.

IN WITNESS WHEREOF, the Undersigned has caused this Instrument to be executed by its duly authorized Group Director, Assistant to the Assistant Secretary and its notary, and affixed this 22nd day of _____ 2022.

ATTEST:
 Assistant Secretary

 Witness

MICHAEL SIMBLE,
 CLERK OF COURT
 WARREN COUNTY, KY

ACKNOWLEDGED

State of Kentucky
 County of Fayette

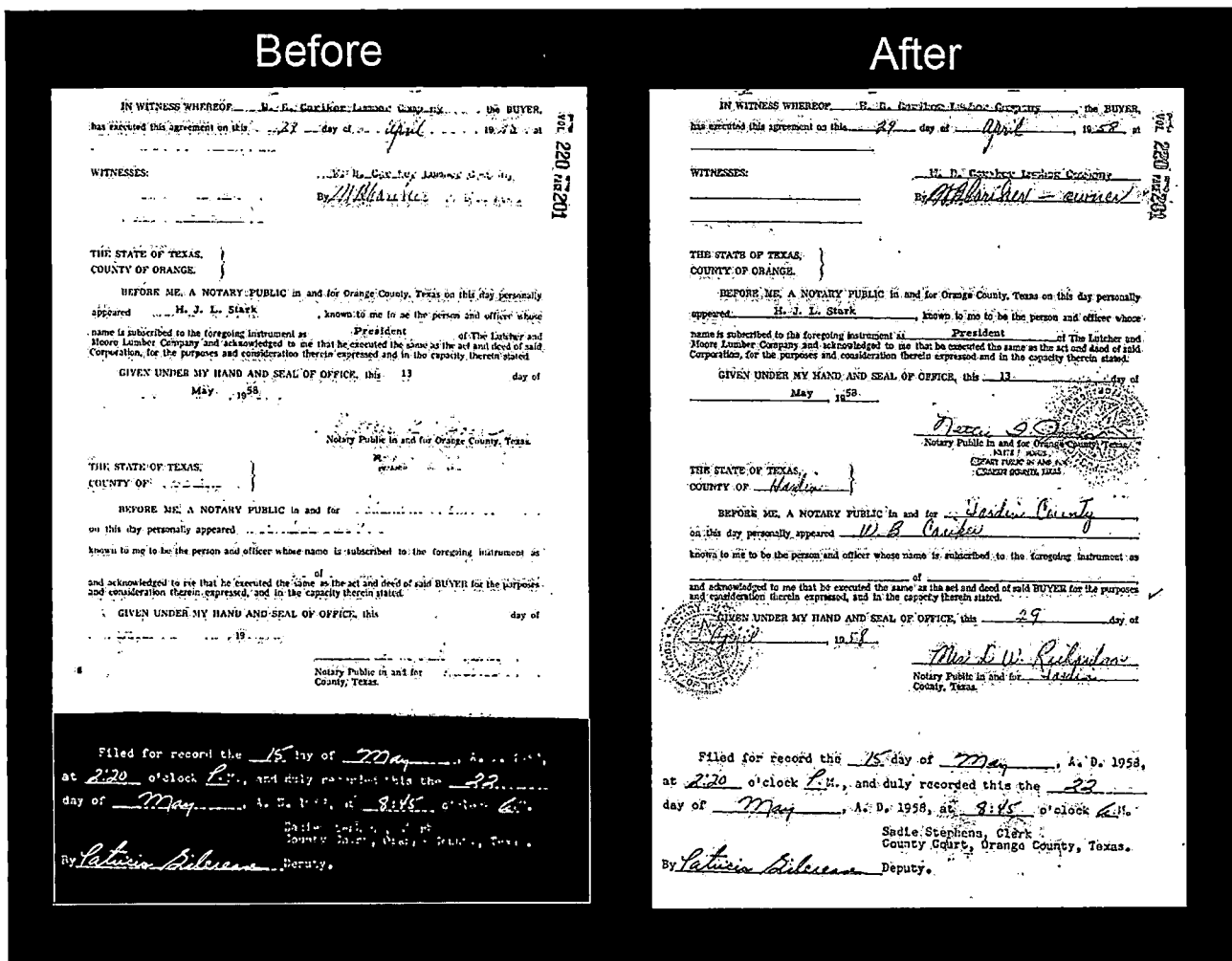
Before me, a Notary Public, this 22nd day of _____ 2022, personally appeared Associates Financial Services Company, Michael Simble, Group Director and Cindy Tisdwell, Assistant Secretary, jointly, and acknowledged the execution of the foregoing Instrument.

This Instrument was prepared by: _____
 Notary Public

 My Comm. Expires _____

Stage 3 – Enhance & Format

- **Image Enhancement** – US Imaging will adjust the poor contrast of an entire page or any specific area on a page to provide the most legible images possible. If the County is not satisfied with the legibility of any image, at any time, US Imaging will enhance the TIFF image from the JPEG backup image without having to physically rescan the original media.
- **Masking (Optional)** – Pages with multiple documents on a page can have unwanted documents masked so only one document is visible at a time. Page #'s, page margins and overall format of the page will not be changed.
- **Marginal Notations** – Photostat Books commonly contain a white border around the black page. Book-Page #, Reference Book-Page # and Release information is commonly located in this white border and are called Marginal Notations. We have the unique ability to include these notations in the image and make all the background white and all the text and handwriting black.
- **Dual Polarity Correction** – The majority of Photostat pages are Black background with white text; however, some pages contain a mix where a portion of the page contains black background white text, and another portion contains white background with black text. US Imaging has the unique ability to correct this issue and adjust the background polarity, so the entire page contains white background with black writing. This will reduce storage space and will save a huge amount of toner when printing.
- **Formatting** – US Imaging will format the images and indexes to the requirements for import into the Document Management System.
- **USB Hard Drives** – All formatted images will be copied to two sets of external USB Hard Drives. One set will be shipped to the County for import and on-site backup. One set will be copied to the Stage 1 USB Hard Drive and stored at US Imaging for off-site backup.



Full Index – Vital Records

- **Double Pass Index & Verify** - US Imaging's indexing specialists will view the TIFF images at their full original letter/legal size on a 27" portrait monitor. Team 1 will key 100% of the fields listed below exactly as they appear on the originally recorded document for 218,900 documents to create database 1. Team 2 will key 100% of the fields listed below exactly as they appear on the originally recorded document to create database 2 for the same 218,900 documents. **ImageXpert** will compare Database 1 and 2 against each other and present any mismatches to our most experience Quality Control staff that will make necessary corrections to provide the highest accuracy possible.

Full Index Fields to be Indexed & Verified – Birth Records:

1. Certificate # (Stage 2)
2. Date Recorded
3. Date of Birth
4. Child Name

Full Index Fields to be Indexed & Verified – Death Records:

1. Certificate # (Stage 2)
2. Date Recorded
3. Date of Death
4. Decedent Name

Full Index Fields to be Indexed & Verified – Marriage Records:

1. Certificate # (Stage 2)
 2. Date Recorded
 3. Date of Marriage
 4. Bride Name
 5. Groom Name
- **Delivery and Import** – US Imaging will format the images and indexes for remote import into the Document Management System. The County will work with their software vendor to import the images and indexes into the system.
 - **USB Hard Drives** – All formatted indexes will be copied to two sets of external USB Hard Drives. One set will be shipped to the County for import and on-site backup. One set will be stored at US Imaging for off-site backup.

Phase 1: Estimated Investment to Scan & Full Index 1916-1964 Birth Records On-Site

Mechanical Books (9"x9")

65 Books	@	700 Pages per Book - Pre-Printed	=	45,500 Images	
45,500 Images	@	15% Poor Quality Images	=	6,825 Poor Quality	
45,500 Images	@	3,600 Mechanical Images Scanned per Hour (2 Scanners)	=	13 On-Site Hours	
13 Hours	@	22 Hours per Day with 24 Hour Access	=	1 On-Site Day	
45,500 Images	@	400 Images per Gigabyte for Color JPEG Images	=	114 GB for JPEG's	
45,500 Images	@	4,000 Images per Gigabyte for B&W TIFF Images	=	12 GB for TIFF's	

Stage 1

		\$1,700.00 Travel & Setup for On-Site Scanning*	=	\$1,700.00	
1 Day	@	\$800.00 Per Day On-Site with 24 Hours Access	=	\$800.00	
45,500 Images	@	\$0.115 Per Image to Scan & Inspect 300dpi JPEG	=	\$5,232.50	
45,500 Images	@	\$0.015 Per Image to Convert JPEG to B&W TIFF	=	\$682.50	
2 Drives	@	\$250.00 Per USB Hard Drive, Copying & Backup	=	\$500.00	22%
1 Shipment	@	\$25.00 Per USB Hard Drive Shipment	=	<u>\$25.00</u>	\$8,940.00

Stage 2

45,500 Images	@	\$0.04 Per TIFF to Remove Excess Borders	=	\$1,820.00	
45,500 Images	@	\$0.04 Per TIFF to Single Inspect & Report to 98% Quality	=	\$1,820.00	
45,500 Images	@	\$0.04 Per TIFF to Double Inspect & Report to 100% Quality	=	\$1,820.00	
45,500 Images	@	\$0.04 Per TIFF to Single Group & Index to 98% Accuracy	=	\$1,820.00	
45,500 Images	@	\$0.04 Per TIFF to Double Group & Index to 100% Accuracy	=	\$1,820.00	
1 Drive	@	\$250.00 Per USB Hard Drive, Copying	=	\$250.00	23%
1 Shipment	@	\$25.00 Per USB Hard Drive Shipment	=	<u>\$25.00</u>	\$9,375.00

Stage 3

6,825 Images	@	\$0.50 Per TIFF to Enhance & Replace Poor Quality	=	\$3,412.50	
1 Drive	@	\$250.00 Per USB Hard Drive, Copying	=	\$250.00	9%
1 Shipment	@	\$25.00 Per USB Hard Drive Shipment	=	<u>\$25.00</u>	\$3,687.50

Full Indexing

45,500 Images	@	1 Estimated Page(s) per Document	=	45,500 Documents	
45,500 Docs	@	\$0.40 Per Document to Double Pass Index & Verify	=	\$18,200.00	
1 Drive	@	\$250.00 Per USB Hard Drive, Copying	=	\$250.00	46%
1 Shipment	@	\$25.00 Per USB Hard Drive Shipment	=	<u>\$25.00</u>	\$18,475.00

Total Investment = \$40,477.50

*Travel Fee will be waived if scanning is scheduled for the same on-site trip as the Recorder's Office.

Phase 2: Estimated Investment to Scan & Full Index 1916-2006 Death Records On-Site

Mechanical Books (9"x9")

90 Books	@	700 Pages per Book - Pre-Printed	=	63,000 Images	
63,000 Images	@	15% Poor Quality Images	=	9,450 Poor Quality	
63,000 Images	@	3,600 Mechanical Images Scanned per Hour (2 Scanners)	=	18 On-Site Hours	
18 Hours	@	22 Hours per Day with 24 Hour Access	=	1 On-Site Day	
63,000 Images	@	400 Images per Gigabyte for Color JPEG Images	=	158 GB for JPEG's	
63,000 Images	@	4,000 Images per Gigabyte for B&W TIFF Images	=	16 GB for TIFF's	

Stage 1

		\$1,700.00 Travel & Setup for On-Site Scanning (Incl. in Phase 1)	=	\$0.00	
1 Day	@	\$800.00 Per Day On-Site with 24 Hours Access	=	\$800.00	
63,000 Images	@	\$0.115 Per Image to Scan & Inspect 300dpi JPEG	=	\$7,245.00	
63,000 Images	@	\$0.015 Per Image to Convert JPEG to B&W TIFF	=	\$945.00	
2 Drives	@	\$250.00 Per USB Hard Drive, Copying & Backup (Incl. in Phase 1)	=	\$0.00	17%
1 Shipment	@	\$25.00 Per USB Hard Drive Shipment (Incl. in Phase 1)	=	<u>\$0.00</u>	\$8,990.00

Stage 2

63,000 Images	@	\$0.04 Per TIFF to Remove Excess Borders	=	\$2,520.00	
63,000 Images	@	\$0.04 Per TIFF to Single Inspect & Report to 98% Quality	=	\$2,520.00	
63,000 Images	@	\$0.04 Per TIFF to Double Inspect & Report to 100% Quality	=	\$2,520.00	
63,000 Images	@	\$0.04 Per TIFF to Single Group & Index to 98% Accuracy	=	\$2,520.00	
63,000 Images	@	\$0.04 Per TIFF to Double Group & Index to 100% Accuracy	=	\$2,520.00	
1 Drive	@	\$250.00 Per USB Hard Drive, Copying (Incl. in Phase 1)	=	\$0.00	24%
1 Shipment	@	\$25.00 Per USB Hard Drive Shipment (Incl. in Phase 1)	=	<u>\$0.00</u>	\$12,600.00

Stage 3

9,450 Images	@	\$0.50 Per TIFF to Enhance & Replace Poor Quality	=	\$4,725.00	
1 Drive	@	\$250.00 Per USB Hard Drive, Copying (Incl. in Phase 1)	=	\$0.00	9%
1 Shipment	@	\$25.00 Per USB Hard Drive Shipment (Incl. in Phase 1)	=	<u>\$0.00</u>	\$4,725.00

Full Indexing

63,000 Images	@	1 Estimated Page(s) per Document	=	63,000 Documents	
63,000 Docs	@	\$0.40 Per Document to Double Pass Index & Verify	=	\$25,200.00	
1 Drive	@	\$250.00 Per USB Hard Drive, Copying	=	\$250.00	49%
1 Shipment	@	\$25.00 Per USB Hard Drive Shipment	=	<u>\$25.00</u>	\$25,475.00

Total Investment = \$51,790.00

Phase 3: Estimated Investment to Scan & Full Index 1836-2006 Marriage Records On-Site

Bound Books

1 Book	@	600 Pages per Book (Ledger)	=	600 Images
34 Books	@	600 Pages per Book (1836-1962)	=	20,400 Images

Mechanical Books (up to 12")

34 Books	@	700 Pages per Book (1962-1995) - Pre-Printed	=	23,800 Images
5 Books	@	1,000 Pages per Book (1996-2006) - Photocopies	=	5,000 Images
49,800 Images	@	15% Poor Quality Images	=	7,470 Poor Quality
20,400 Images	@	300% Multiple Certificates per Page	=	61,200 Multi-Docs
21,000 Images	@	1,200 Bound Images Scanned per Hour (2 Scanners)	=	18 On-Site Hours
28,800 Images	@	3,600 Mechanical Images Scanned per Hour (2 Scanners)	=	8 On-Site Hours
26 Hours	@	22 Hours per Day with 24 Hour Access	=	2 On-Site Days
49,800 Images	@	400 Images per Gigabyte for Color JPEG Images	=	125 GB for JPEG's
49,800 Images	@	4,000 Images per Gigabyte for B&W TIFF Images	=	13 GB for TIFF's

Stage 1

		\$1,700.00 Travel & Setup for On-Site Scanning (Incl. in Phase 1)	=	\$0.00
2 Days	@	\$800.00 Per Day On-Site with 24 Hours Access	=	\$1,600.00
21,000 Images	@	\$0.215 Per Bound Image to Scan & Inspect 300dpi JPEG	=	\$4,515.00
28,800 Images	@	\$0.115 Per Mechanical Image to Scan & Inspect 300dpi JPEG	=	\$3,312.00
49,800 Images	@	\$0.015 Per Image to Convert JPEG to B&W TIFF	=	\$747.00
2 Drives	@	\$250.00 Per USB Hard Drive, Copying & Backup (Incl. in Phase 1)	=	\$0.00 9%
1 Shipment	@	\$25.00 Per USB Hard Drive Shipment (Incl. in Phase 1)	=	<u>\$0.00</u> \$10,174.00

Stage 2

49,800 Images	@	\$0.04 Per TIFF to Remove Excess Borders	=	\$1,992.00
49,800 Images	@	\$0.04 Per TIFF to Single Inspect & Report to 98% Quality	=	\$1,992.00
49,800 Images	@	\$0.04 Per TIFF to Double Inspect & Report to 100% Quality	=	\$1,992.00
61,200 Images	@	\$0.04 Per TIFF to Single Duplicate Pages to 98% Accuracy	=	\$2,448.00
61,200 Images	@	\$0.04 Per TIFF to Double Duplicate Pages to 100% Accuracy	=	\$2,448.00
111,000 Images	@	\$0.04 Per TIFF to Single Group & Index to 98% Accuracy	=	\$4,440.00
111,000 Images	@	\$0.04 Per TIFF to Double Group & Index to 100% Accuracy	=	\$4,440.00
1 Drive	@	\$250.00 Per USB Hard Drive, Copying (Incl. in Phase 1)	=	\$0.00 18%
1 Shipment	@	\$25.00 Per USB Hard Drive Shipment (Incl. in Phase 1)	=	<u>\$0.00</u> \$19,752.00

Stage 3

7,470 Images	@	\$0.50 Per TIFF to Enhance & Replace Poor Quality	=	\$3,735.00
81,600 Images	@	\$0.04 Per TIFF to Mask Unwanted Certificates	=	\$3,264.00
1 Drive	@	\$250.00 Per USB Hard Drive, Copying (Incl. in Phase 1)	=	\$0.00 6%
1 Shipment	@	\$25.00 Per USB Hard Drive Shipment (Incl. in Phase 1)	=	<u>\$0.00</u> \$6,999.00

Full Indexing

110,400 Images	@	1 Estimated Page(s) per Document	=	110,400 Documents
110,400 Docs	@	\$0.65 Per Document to Double Pass Index & Verify	=	\$71,760.00
1 Drive	@	\$250.00 Per USB Hard Drive, Copying	=	\$250.00 66%
1 Shipment	@	\$25.00 Per USB Hard Drive Shipment	=	<u>\$25.00</u> \$72,035.00

Total Investment = \$108,960.00

ACCEPTANCE AND AUTHORIZATION:

The proposed quantities above are estimated, invoiced quantities will be actual. Invoices will be issued at the completion of each Stage or Hard Drive shipment.

All hard drives, images and indexes are the exclusive property of the County. US Imaging will not reproduce or distribute Franklin County images and/or indexes to any other entity except Franklin County.

During the term of this agreement, US Imaging, Inc. agrees to extend quoted per item prices, terms and conditions to all Government Agencies that may benefit from Cooperative Purchasing as applicable by their local and state regulations.

Franklin County may designate acceptance of this proposal by signature of a duly authorized officer of the company. Total costs for initial implementation and ongoing costs have been described herein.

In exchange for products and services outlined in this proposal, Franklin County agrees to pay US Imaging, Inc., the total amount due within 30 days from the date of invoice.

US Imaging also reserves the right to collect monies owed in the event of nonpayment and recover any and all legal fees in addition to the unpaid balance.

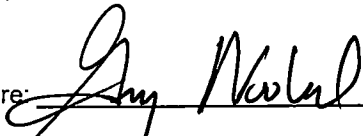
Accepted by:

Greg Woolard
County Clerk & Recorder
Franklin County
901 Public Square
Franklin, IL 61602

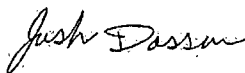
Accepted by:

Rhonda Olson
Northern Account Manager
US Imaging, Inc.
400 S. Franklin Street
Saginaw, MI 48607

Signature: _____



Signature: _____



Date: _____

11-21-2022

Date: January 18, 2022

Please check the approved Stage(s):

<input checked="" type="checkbox"/>	Phase 1: Scan & Full Index 1916-1964 Birth Records On-Site	= \$36,837.50
<input checked="" type="checkbox"/>	Phase 2: Scan & Full Index 1916-2006 Death Records On-Site	= \$46,750.00
<input checked="" type="checkbox"/>	Phase 2: Scan & Full Index 1836-2006 Marriage Records On-Site	= \$96,816.00
	Total Estimated Investment	= <u>\$180,403.50</u>

Optional Services

<input checked="" type="checkbox"/>	Stage 2: Double Inspect & Report to 100% Quality	= \$6,332.00
<input checked="" type="checkbox"/>	Stage 2: Double Duplicate, Group & Index to 100% Accuracy	= \$11,228.00
<input checked="" type="checkbox"/>	Stage 3: Mask Unwanted Documents	= \$3,264.00
	Total Estimated Investment, All Options	= <u>\$201,227.50</u>