



Estimate for:
Remaining Collection at Hayward Planning

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Setup			
Configuration of Document Type, Database Lookup & Barcode Sheets	Waived		0
Pickup			
		each box	
Box Pick-up from Planning Division 777 B Street Hayward, CA		\$3.00	
20 Box Minimum/Trip	boxes:	223	\$669.00
Digitization			
Small Format Paper Documents		each	
	300 DPI, Auto-Color Multi-Page TIF	\$0.09	
	pages:	682,080	\$62,751
Large Format Paper Documents		each	
	300 DPI, Black & White Multi-Page TIF	\$0.86	
	300 DPI, Color Multi-Page TIF	\$1.38	
	black & white pages:	3480	\$2,993
	color pages:	10,440	\$14,407
Field/Index Entry			
No field entry is expected to be performed. The City of Hayward will supply a complete database that allows an immediate and automatic lookup.			
The control number barcode sheets shall be generated by the AIM center based on an advanced copy of the manifest for the next lot to be scanned. A PDF will be sent to Hayward containing all of the header sheets for every box prior to pick-up. Hayward will print and insert each barcode header sheet in the appropriate folder. Database lookup will be conducted as scanned. No AIM user intervention will be necessary to enter or verify the database/field values.			
Delivery Medium			
Digital delivery of batches will be sent through iShipdocs following each production lot. Delivery on USB Hard Drive or DVD may be arranged on completion of the project			TBD
Delivery			
	20 Box Minimum/Trip	Included	
Out of Scope			
A standard labor rate of \$40/hour will be applied to items that fall out of the scope of work outlined above. This may include: document exploration, document reassembly, document research, document repair, removal of duplicates, document inventory, and similar out of scope tasks			
Sub Total			
			\$80,820.36

All estimated numbers are based on visible counts and historical knowledge.
 Actual invoiced/charged amounts will be based on the actual number of completed scans.