

SCANNING SERVICES

IFB #22-017

**"UNOFFICIAL" Results**

POSTED: October 6, 2022

OPENED: Wednesday, November 9, 2022 at 11:00 AM

TENTATIVE AWARD DATE: Wednesday, November 30, 2022

CONTRACT PERIOD: December 1, 2022 - November 30, 2023

*The County of Lancaster considers no bids to be "official" until a Resolution is approved by the Board of Commissioners.*

*Bidders should therefore consider the bids posted below as "unofficial" and not to make any assumptions nor take any actions based on these results.*

**AWARDED VENDOR**

ITEM	DESCRIPTION	ESTIMATED IMAGES	Data Management Internationale		Global Solutions Group		Integrity Discovery Solutions Group		MetaSource	
			Cost per Image	TOTAL COST	Cost per Image	TOTAL COST	Cost per Image	TOTAL COST	Cost per Image	TOTAL COST
<b>BASE PERIOD: December 1, 2022 - November 30, 2023</b>										
<b>OPTION #1</b>										
1-A	DOCUMENT SCANNING COSTS -SMALL (Includes: Prep, Scan, Index, and PDF output)	7,783,050	\$ 0.0725	\$ 564,271.13	\$ 0.058	\$ 451,416.90	\$ 0.25	\$ 1,945,762.50	\$ 0.1554	\$ 1,209,485.97
	DOCUMENT SCANNING COSTS - LARGE (Includes: Prep, Scan, Index, and PDF output)		\$ 0.99	\$ -	\$ 0.98	NA	NO BID	NO BID	\$ 1.50	\$ -
	MICROFICHE SCANNING COSTS (Includes: Prep, Scan, Index, and PDF output)		\$ 0.05	\$ -	\$0.035/Image	NA	NO BID	NO BID	\$ 0.07	\$ -
1-B	DOCUMENT DESTRUCTION COSTS (Includes Certification of Destruction)			\$ 3,000.00	\$4.00 / Box based on 3,110 boxes	\$ 12,440.00		\$ 31,140.00	\$4.00 / Box based on 3,538 boxes	\$ 14,152.00
1-C	TRAVEL COSTS (Includes Pick-Up and Delivery)			\$ 33,000.00	\$2,250.00 / 13 trips	\$ 29,250.00		\$ 10,000.00	\$500.00 / 48 trips	\$ 24,000.00
<b>OPTION 1 TOTAL COST:</b>				\$ 600,271.13		\$ 493,106.90		\$ 1,986,902.50		\$ 1,247,637.97
<b>OPTION #2</b>										
2-A	FILE CONVERSION (TIFF to PDF/A) COSTS (Includes: Conversion, Indexing & Interface)			Included above	\$0.01 / Image	NA	\$ 0.01	\$ 77,830.50		NO BID
<b>OPTION 2 TOTAL COST:</b>				\$ -		\$ -		\$ 77,830.50		NO BID
<b>OPTION #3</b>										
3-A	OPTION #1 and OPTION #2 Services									
<b>OPTION 3 TOTAL COST:</b>				\$ 600,271.13		\$ 493,106.90		\$ 2,064,733.00		\$ 1,247,637.97
COST TO MAIL / OVERNIGHT IN PROCESS FILES				\$ 30.00		\$ 25.00		\$ 30.00		\$ 100.00

**OPTION YEAR 1: December 1, 2023 - November 30, 2024**

**OPTION #1**

1-A	<b>DOCUMENT SCANNING COSTS -SMALL</b> (Includes: Prep, Scan, Index, and PDF output)	20,846,232	\$ 0.0725	\$ 1,511,351.82	\$ 0.053	\$ 1,104,850.29	NO BID	NO BID	\$ 0.1554	\$ 3,239,504.45
	<b>DOCUMENT SCANNING COSTS - LARGE</b> (Includes: Prep, Scan, Index, and PDF output)		\$ 0.99	\$ -	\$ 0.98	NA	NO BID	#VALUE!	\$ 1.50	\$ -
	<b>MICROFICHE SCANNING COSTS</b> (Includes: Prep, Scan, Index, and PDF output)	945,000	\$ 0.05	\$ 47,250.00	\$0.035/Image	\$ 33,075.00	NO BID	NO BID	\$ 0.07	\$ 66,150.00
1-B	<b>DOCUMENT DESTRUCTION COSTS</b> (Includes Certification of Destruction)			\$ 30,000.00	\$4.00 / Box based on 8,339 boxes	\$ 33,356.00		NO BID	\$4.00 / Box based on 9,475.56 boxes	\$ 37,902.24
1-C	<b>TRAVEL COSTS</b> (Includes Pick-Up and Delivery)			\$ 100,000.00	\$2,250.00 / 34 trips	\$ 76,500.00		NO BID	\$500.00 / 48 trips	\$ 24,000.00
<b>OPTION 1 TOTAL COST:</b>				\$ 1,688,601.82		\$ 1,247,781.29		NO BID		\$ 3,367,556.69

**OPTION YEAR 2: December 1, 2024 - November 30, 2025**

**OPTION #2**

2-A	<b>FILE CONVERSION (TIFF to PDF/A) COSTS</b> (Includes: Conversion, Indexing & Interface)			Included above	\$0.01/Image	NA		NO BID		NO BID
<b>OPTION 2 TOTAL COST:</b>				\$ -		NA		NO BID		NO BID

**OPTION #3**

3-A	<b>OPTION #1 and OPTION #2 Services</b>									
<b>OPTION YEAR 1 - OPTION 3 TOTAL COST:</b>				\$ 1,688,601.82		\$ 1,247,781.29		NO BID		\$ 3,367,556.69
<b>COST TO MAIL / OVERNIGHT IN PROCESS FILES</b>				\$ 30.00		\$ 25.00		NO BID		\$ 100.00

**OPTION YEAR 2: December 1, 2024 - November 30, 2025**

**OPTION #1**

1-A	<b>DOCUMENT SCANNING COSTS -SMALL</b> (Includes: Prep, Scan, Index, and PDF output)	170,400	\$ 0.0725	\$ 12,354.00	\$ 0.058	\$ 9,883.20		NO BID	\$ 0.1554	\$ 26,480.16
	<b>DOCUMENT SCANNING COSTS - LARGE</b> (Includes: Prep, Scan, Index, and PDF output)	575,000	\$ 0.99	\$ 569,250.00	\$ 0.98	\$ 563,500.00		NO BID	\$ 1.50	\$ 862,500.00
	<b>MICROFICHE SCANNING COSTS</b> (Includes: Prep, Scan, Index, and PDF output)				\$0.035/Image	NA		NO BID		
1-B	<b>DOCUMENT DESTRUCTION COSTS</b> (Includes Certification of Destruction)			\$ 3,000.00	\$4.00 / Box based on 1,218 boxes	\$ 4,872.00		NO BID	\$4.00 / Box based on 77.45 boxes	\$ 309.82
1-C	<b>TRAVEL COSTS</b> (Includes Pick-Up and Delivery)			\$ 25,000.00	\$2,250.00 / 5 trips	\$ 11,250.00		NO BID	\$500.00 / 48 trips	\$ 24,000.00
<b>OPTION 1 TOTAL COST:</b>				\$ 609,604.00		\$ 589,505.20		NO BID		\$ 913,289.98

**OPTION #2**

2-A	<b>FILE CONVERSION (TIFF to PDF/A) COSTS</b> (Includes: Conversion, Indexing & Interface)			Included above	\$0.01 / Image	NA		NO BID		NO BID
<b>OPTION 2 TOTAL COST:</b>				\$ -		NA		NO BID		NO BID

**OPTION #3**

3-A	<b>OPTION #1 and OPTION #2 Services</b>									
<b>OPTION YEAR 2 - OPTION 3 TOTAL COST:</b>				\$ 609,604.00		\$ 589,505.20		NO BID		\$ 913,289.98
<b>COST TO MAIL / OVERNIGHT IN PROCESS FILES</b>				\$ 30.00		\$ 25.00		\$ 30.00		\$ 100.00