

BID PRICE LIST

Note: An oversized sheet is one in which the shortest sheet edge measures greater than 12".

PART NO.	DESCRIPTION	EXCLUSIONS	UNIT	UNIT PRICE
RECORD BOOK PRESERVATION BY PAGE				
PRV701	Conserve, Mylar Encapsulate, and Bind Record Book	<i>Oversized Sheets/Special Treatments Additional Charge</i>	Page	\$5.00
PRV702	Conserve, Mylar Encapsulate, and Bind Record Book	<i>Special Treatments Additional Charge</i>	Page	\$6.00
PRV703	Conserve, Mylar Encapsulate, and Bind Case File	<i>Oversized Sheets/Special Treatments Additional Charge</i>	Page	\$8.75
PRV704	Preserve Record Book Page—Conservation [Laboratory Assessment, Testing, and Treatments), Archival Imaging (Capture, Processing, and Enhancements), and Microfilm]	<i>Oversized Sheets/Special Treatments Additional Charge</i>	Page	\$6.00
PRV705	Preserve Index or Oversized Record Book Page—Conservation [Laboratory Assessment, Testing, and Treatments), Archival Imaging (Capture, Processing, and Enhancements), and Microfilm]	<i>Special Treatments Additional Charge</i>	Page	\$7.00
PRV706	Preserve Case File Page—Conservation [Laboratory Assessment, Testing, and Treatments), Archival Imaging (Capture, Processing, and Enhancements), and Microfilm]	<i>Oversized Sheets/Special Treatments Additional Charge</i>	Page	\$10.00
RECORD BOOK PRESERVATION BY VOLUME				
PRV707	Minimum Charge for Preservation Services (Conservation Treatments and Binding)		Book	\$750.00
PRV708	Preserve Record Book (Conserve, Archival Imaging, Microfilm, and Rebind)	<i>Oversized Sheets/Special Treatments Require Additional Charges</i>	Book	\$3,460.00
PRV709	Preserve Index or Oversized Record Book (Conserve, Archival Imaging, Microfilm, and Rebind)	<i>Special Treatments Require Additional Charges</i>	Book	\$4,360.00
PRV710	Preserve Case File (Conserve, Archival Imaging, Microfilm, and Rebind)	<i>Oversized Sheets/Special Treatments Require Additional Charges</i>	Book	\$5,700.00
ADDITIONAL OR SPECIAL PRESERVATION SERVICES				
PRV711	Special Conservation Treatments—Minimum Charge for Adhesive, Old Repairs, and Scotch Tape Removal		Page	\$2.25
PRV712	Special Conservation Treatments—Minimum Charge for Extensive Mending and Repair		Page	\$2.25
PRV713	Special Conservation Treatments—Minimum Charge for Removal of Sheet Extenders Adhered to Only One Side of the Sheet		Page	\$2.25
PRV714	Special Conservation Treatments—Minimum Charge for Removal of Sheet Extenders Adhered to Both Sides of the Sheet		Page	\$4.50
PRV715	Special Conservation Treatments—May Include Surface Clean, Remove Old Repairs or Plastic Laminates, Adhesive Reduction, Flatten, Humidify, Repair, Mend, or Deacidify		Page	\$2.25
PRV716	Special Conservation Treatments—May Include Surface Clean, Remove Old Repairs or Plastic Laminates, Adhesive Reduction, Flatten, Humidify, Repair, Mend, or Deacidify		Hour	\$150.00
PRV717	Stabilization Services (Disaster Recovery/Water Damage/Remediation)		Hour	\$200.00

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PART NO.	DESCRIPTION	EXCLUSIONS	UNIT	UNIT PRICE
PRV718	Re-bind in Recorder Binder		Book	\$700.00
PRV719	Re-file in Coroplast™ Box		Box	\$25.00
PRV720	Re-file in Acid Free File Folder		Folder	\$0.50
PLAT PRESERVATION				
PLAT701	Preserve Historical Plats and Maps (Conservation and Archival Imaging)/24" x 18" or Less	<i>Special Treatments Additional Charge</i>	Plat	\$150.00
PLAT702	Preserve Historical Plats and Maps (Conservation and Archival Imaging)/24" x 36" or Less	<i>Special Treatments Additional Charge</i>	Plat	\$200.00
PLAT703	Conservation of Plats/Maps Sized more than 24" x 36"		Hour	\$155.00
PLAT704	Special Plat Conservation/Surface Clean, Remove Repairs or Laminates, Flatten, Humidify, Repair, Mend, Mount, Back, Deacidify, or Other Treatments		Hour	\$155.00
PLAT705	Additional Plat Conservation—Archival Housing and Framing		Hour	\$100.00
PLAT706	Document Prep of Oversized Map and Plat for Archival Image Capture, Processing, and		Hour	\$100.00
PLAT707	Plat Binder			\$450.00
PLAT708	Plat Cabinet Solution (1or Multi-Tier Cabinet, and Sleeves, and Hangers)		Unit	\$7,000.00
PLAT709	Small Mylar Map Pocket (18" x 24")		Page	\$8.00
PLAT710	Large Mylar Map Pocket (24" x 36")		Page	\$13.00
ARCHIVAL STORAGE SOLUTION				
POST701	4Post™ Shelving Unit (68.75"H x 20"D x 36"W; Four Shelves)		Unit	\$1,400.00
POST702	4Post™ Shelving Unit (68.75"H x 20"D x 46"W; Four Shelves)		Unit	\$1,450.00
POST703	4Post™ Shelving Unit (85.25"H x 20"D x 36"W; Five Shelves)		Unit	\$1,500.00
POST704	4Post™ Shelving Unit (85.25"H x 20"D x 42"W; Five Shelves)		Unit	\$1,550.00
POST705	4Post™ Shelving Unit (101.75"H x 20"D x 30"W; Six Shelves)		Unit	\$1,600.00
POST706	4Post™ Shelving Unit (101.75"H x 20"D x 36"W; Six Shelves)		Unit	\$1,650.00
POST707	4Post™ Shelving Unit (101.75"H x 20"D x 3642"W; Six Shelves)		Unit	\$1,700.00
POST708	Installation Charge		Hour	\$100.00
POST709	Upgrade 4Post™ Unit with Addition of Doors and Electronic Lock		Unit	\$750.00
BOOK RE-CREATION				
BRC701	Book Re-Creation of Unbound Positive Record		Page	\$1.50
BRC702	Book Re-Creation of Bound/Manuscript Record		Page	\$1.75
BRC703	Book Re-Creation of Negative Photostat Record		Page	\$2.00
BRC704	Book Re-Creation of Colored Vital Record		Page	\$1.50
BRC705	Re-Creation: Upgrade to Heritage Recorder Binder and Encapsulation		Book	\$825.00
BRC706	Re-Creation: Upgrade to Color Images		Image	\$0.50
BRC707	Re-Creation: Upgrade to Tab Set for Individualized Pricing		Book	\$125.00
BRC708	Re-creation of Map or Plat		Hour	\$150.00
ARCHIVAL IMAGE PROCESSING				
IMGP701	Archival Imaging of Unbound Positive/Typescript		Page	\$0.57
IMGP702	Archival Imaging of Unbound Positive/Manuscript		Page	\$0.85
IMGP703	Archival Imaging of Bound Positive/Typescript or Manuscript		Page	\$1.35
IMGP704	Archival Imaging of Case File/Typescript		Page	\$0.41
IMGP705	Archival Imaging of Case File/Manuscript		Page	\$0.85
IMGP706	Archival Imaging of Colored Image (No Plats or Maps)		Page	\$1.50
IMGP707	Archival Imaging of Unbound Negative Photostat		Page	\$0.95

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PART NO.	DESCRIPTION	EXCLUSIONS	UNIT	UNIT PRICE
IMGP708	Large Format Archival Imaging/17" x 21" to 42" x 48"		Page	\$17.00
IMGP709	Large Format Archival Imaging/Greater Than 17" x 21" to 42" x 48"		Hour	\$100.00
IMGP710	Archival Imaging of Plat or Map in Full Color		Image	\$20.00
IMGP711	Imaging of Oversized Sheets/Greater Than 12" On The Shortest Side Of The Sheet		Page	\$1.50
IMGP712	Image Stitching		Image	\$0.25
IMGP713	Image Splitting		Image	\$0.15
IMGP714	Conversion/Reversal/Clean Up of Existing Images		Image	\$0.10
IMGP715	Transcription		Hour	\$150.00
IMGP716	OCR		Image	\$0.05
IMGP717	OCR with Sight Verification		Image	\$0.10
IMGP718	Redaction		Field	\$0.05
LOAD001	Format and Load Digital Images and/or Data to a Third Party System		Each	\$10,000.00
DOCUMENT PREPARATION				
PREP701	Document Preparation and Reassembly		Page	\$0.05
PREP702	Document Pre-Preservation Stabilization, Archival Imaging, and Rehousing in Acid Free Folders and Boxes		Page	\$1.75
ARCHIVAL INDEXING				
IND701	Backfile Archival Indexing of Vitals/Typescript		Document	\$2.75
IND702	Backfile Archival Indexing of Vitals/Manuscript		Document	\$3.95
IND703	Backfile Archival Indexing of Land Record/Typescript		Document	\$2.94
IND704	Backfile Archival Indexing of Land Record/Manuscript		Document	\$5.25
IND705	Backfile Archival Indexing of Case Files		Document	\$2.63
IND706	Backfile Archival Indexing of Probates		Document	\$2.63
IND707	Backfile Archival Indexing of Plats and Maps		Document	\$2.63
IND708	Indexing of Book/Volume/Page		Field	\$0.16
IND709	Indexing of Document ID/Document No., Case No., SSN		Field	\$0.25
IND710	Indexing of Document Types		Document	\$0.25
IND711	Daily Index Capture of Metadata for Public Filings		Document	\$4.25
IND712	Daily Indexing of Vitals		Document	\$2.75
IND713	Daily Indexing of Real Property Records		Document	\$4.75
IND714	Daily Indexing of Probate Record		Case	\$2.75
IND715	QuickLink® Archival Indexing		Document	\$2.00
IND716	QuickLink® Archival Full Indexing		Link	\$0.65
IND717	QuickLink® Archival Lite Indexing		Link	\$0.35
IND718	QuickLink® Set Up		Each	\$7,000.00
IND719	QuickLink® Lite Support and Maintenance		Month	\$200.00
IND720	QuickLink® Full Support and Maintenance		Workstation	\$200.00
IND721	QuickLink® Customization		Hour	\$175.00
ARCHIVAL MICROFILMING (ARCHIVE WRITER)				
MMC701	Digital Images to 16 MM Archival Microfilm / Minimum Per Roll Charge Applies		Image	\$0.05
MMC702	Digital Images to 35 MM Archival Microfilm Creation / Minimum Per Roll Charge Applies		Image	\$0.65
MMC703	Digital Images to 35 MM Life Expectancy (LE) 500 Microfilm / Minimum Per Roll Charge Applies		Image	\$0.75
ARCHIVE MICROFILM SERVICES & PRODUCTS				
MSP701	Camera Capture to Microfilm—16 MM		Page	\$0.26
MSP702	Camera Capture to Microfilm—35 MM		Page	\$0.37

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PART NO.	DESCRIPTION	EXCLUSIONS	UNIT	UNIT PRICE
MSP703	Silver Duplication —16 MM x 100'		Roll	\$48.00
MSP704	Silver Duplication —35 MM x 100'		Roll	\$75.00
MSP705	Diazo Duplication —16 MM x 100'		Roll	\$35.00
MSP706	Diazo Duplication —35 MM x 100'		Roll	\$48.00
MSP707	Brown Toning Microfilm—16 MM x 100'		Roll	\$36.75
MSP708	Brown Toning Microfilm—35 MM x 100'		Roll	\$47.25
MSP709	Miscellaneous Microfilm Service Request		Hour	\$75.00
MSP710	Microfilm Conversion Services		Image	\$0.37
MSP711	Microfiche Conversion Services		Image	\$0.47
MSP712	Microfilm Transport, Inventory, & Analysis		Each	\$500.00
MSP713	Microfilm Vault Storage Supplement Service: Pull Microfilm from Storage for Delivery to Client		Roll	\$25.00
MSP714	Microfilm Vault Storage Supplement Service: Scan Document on Microfilm for Digital Transfer or Hard Copy		Request	\$25.00
DIGITAL ARCHIVE HOSTING				
HOST701	Kofile Set Up Fee		Each	\$2,100.00
HOST702	Kofile Digital Archive Repository		Image	\$0.02
HOST703	Kofile Digital Archive Subscription and Support Services		Month	\$630.00
HOST704	Kofile Digital Archive Repository License		Workstation/ Mo.	\$1,050.00
ARCHIVAL STORAGE				
VAULT001	Class 350 Vault Storage Services		Cu. Ft./Mo.	\$1.00
VAULT002	Media Vault Storage of Microfilm		Roll/Year	\$3.00