

**WHATCOM COUNTY CONTRACT
INFORMATION SHEET**

Whatcom County Contract No. _____

Originating Department:	Auditor
Division/Program: <i>(i.e. Dept. Division and Program)</i>	Recording
Contract or Grant Administrator:	Stacy Henthorn
Contractor's / Agency Name:	US Imaging, Inc.

Is this a New Contract? If not, is this an Amendment or Renewal to an Existing Contract? Yes No
 Yes No If Amendment or Renewal, (per WCC 3.08.100 (a)) Original Contract #: 201909002

Does contract require Council Approval? Yes No If No, include WCC: _____
 Already approved? Council Approved Date: _____ (Exclusions see: Whatcom County Codes 3.06.010, 3.08.090 and 3.08.100)

Is this a grant agreement?
 Yes No If yes, grantor agency contract number(s): _____ CFDA#: _____

Is this contract grant funded?
 Yes No If yes, Whatcom County grant contract number(s): _____

Is this contract the result of a RFP or Bid process? Contract _____
 Yes No If yes, RFP and Bid number(s): 19-38 Cost Center: 16600

Is this agreement excluded from E-Verify? No Yes If no, include Attachment D Contractor Declaration form.

If YES, indicate exclusion(s) below:

Professional services agreement for certified/licensed professional. Goods and services provided due to an emergency
 Contract work is for less than \$100,000. Contract for Commercial off the shelf items (COTS).
 Contract work is for less than 120 days. Work related subcontract less than \$25,000.
 Interlocal Agreement (between Governments). Public Works - Local Agency/Federally Funded FHWA.

Contract Amount:(sum of original contract amount and any prior amendments): \$ <u>128,000.00</u> This Amendment Amount: \$ <u>28,966.05</u> Total Amended Amount: \$ <u>156,966.05</u>	Council approval required for; all property leases, contracts or bid awards exceeding \$40,000 , and professional service contract amendments that have an increase greater than \$10,000 or 10% of contract amount, whichever is greater, except when : 1. Exercising an option contained in a contract previously approved by the council. 2. Contract is for design, construction, r-o-w acquisition, prof. services, or other capital costs approved by council in a capital budget appropriation ordinance. 3. Bid or award is for supplies. 4. Equipment is included in Exhibit "B" of the Budget Ordinance. 5. Contract is for manufacturer's technical support and hardware maintenance of electronic systems and/or technical support and software maintenance from the developer of proprietary software currently used by Whatcom County.
Summary of Scope: _____	

The original contract amount was calculated in error. Final completion of the project totaled \$156,966.05. Request for an additional \$28,966.05 to fund the completed project.

Term of Contract: 26 months	Expiration Date: 12/31/2021
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Contract Routing:	1. Prepared by: <u>Stacy Henthorn</u>	Date: <u>11/4/2021</u>
	2. Attorney signoff: <u>Royce Buckingham by email</u>	Date: <u>11/5/2021</u>
	3. AS Finance reviewed: <u>MCaldwell</u>	Date: <u>11/10/21</u>
	4. IT reviewed (if IT related): _____	Date: _____
	5. Contractor signed: _____	Date: _____
	6. Submitted to Exec.: _____	Date: _____
	7. Council approved (if necessary): <u>AB2021-682</u>	Date: <u>11/10/21</u>
	8. Executive signed: _____	Date: _____
	9. Original to Council: _____	Date: _____

Whatcom County Contract No.

Amendment No. 2
Whatcom County Contract No. 201909002
CONTRACT BETWEEN WHATCOM COUNTY AND
US Imaging, Inc.

THIS AMENDMENT is to the Contract between Whatcom County and US Imaging, Inc, dated September 11, 2019 and designated "Whatcom County Contract No. 201909002". In consideration of the mutual benefits to be derived, the parties agree to the following:

This Amendment increases the maximum consideration by \$ 28,966.05 to a total consideration of \$ 156,966.05.

The original contract was executed for the erroneous amount of \$128,000.00 rather than the \$171,782 presented in Exhibit B. Final completion of the project totaled \$156,966.05. Differences from the amounts presented in Exhibit B in the original contract include:

- adding an additional 22,005 images over and above the amounts estimated
- receiving .08 per image discounts during Stage 1 of the project as a result of image scanning from mechanical books versus bound books
- other minor variances

Unless specifically amended by this agreement, all other terms and conditions of the original contract shall remain in full force and effect.

This Amendment takes effect: November 4, 2021, regardless of the date of signature.

IN WITNESS WHEREOF, Whatcom County and US Imaging, Inc. have executed this Amendment on the date and year below written.

DATED this 10th day of November, 2021.

CONTRACTOR:

US Imaging, Inc.

[Signature]
NAME, TITLE Acct. Mgr.

STATE OF Arizona)
~~WASHINGTON~~

COUNTY OF Maricopa) ss.
~~WHATCOM~~

On this 10 day of Nov, 2021, before me personally appeared _____ to me known to be the _____ and who executed the above instrument and who acknowledged to me the act of signing and sealing thereof.

[Signature]
NOTARY PUBLIC in and for the State of Arizona



Victoria Portillo printed name,
residing at 3039 W Poria Ave
My commission expires Sep. 23rd 2025

WHATCOM COUNTY:

Recommended for Approval:

Diana Bradrick 11/10/21
Diana Bradrick, County Auditor Date

Approved as to form:

Royce Buckingham approved by email 11/5/2021
Royce Buckingham, Prosecuting Attorney Date

Approved:

Accepted for Whatcom County:

By: _____
Satpal Singh Sidhu, Whatcom County Executive

STATE OF WASHINGTON)
) ss
COUNTY OF WHATCOM)

On this ____ day of _____, 20____, before me personally appeared Satpal Singh Sidhu, to me known to be the Executive of Whatcom County, who executed the above instrument and who acknowledged to me the act of signing and sealing thereof.

NOTARY PUBLIC in and for the State of Washington,
_____, printed name.
residing at _____. My commission
expires _____.

CONTRACTOR INFORMATION:

US Imaging, Inc.
400 S. Franklin St.
Saginaw, MI 48607

Contact Name: Eric Nejedly
Contact Phone: 303-319-9457
Contact Email: Enejedly@us-imaging.com

EXHIBIT "B"
(COMPENSATION)

Whatcom County, WA
RFP# 19-38

Cost Proposal

Phase 1: Estimated Investment to Scan Books at the Washington State Archives, Regional Branch

Bound Books

		1907-1961 Deed Vols. 90 - 469	=	264,000 Images	
		1967 Official Records Vols. 55-57, 61-64	=	6,000 Images	
		1974 Official Records Vols. 208-241	=	32,000 Images	
302,000 Images	@	10% Poor Quality Pages	=	30,200 Poor Quality	
264,000 Images	@	40% Multiple Documents per Page	=	105,600 Multi-Docs	
264,000 Images	@	5% Dual Polarity / Marginal Notations	=	13,200 Dual Polarity	
302,000 Images	@	1,200 Images Scanned per Hour (2 Scanners)	=	252 On-Site Hours	
252 Hours	@	7.5 Hours per Day with Access 8:30a - 4:30p	=	34 On-Site Days	
302,000 Images	@	400 Images per Gigabyte for JPEG Format	=	755 GB for JPEG's	
302,000 Images	@	4,000 Images per Gigabyte for TIFF Format	=	76 GB for TIFF's	

Stage 1

		On-Site Scan with Access 8:30a - 4:30p	=	\$32,300.00	
302,000 Images	@	\$0.17 Per Image to Scan 300dpi Color JPEG & Inspect Content	=	\$51,340.00	
302,000 Images	@	\$0.01 Per Image to Convert JPEG to B&W TIFF	=	\$3,020.00	
2 Drives	@	\$250.00 Per USB Drive, Copying & Backup	=	\$500.00	57%
1 Shipping	@	\$40.00 Per USB Hard Drive Shipment	=	<u>\$40.00</u>	\$87,200.00

Stage 2

302,000 Images	@	\$0.03 Per TIFF to Remove Excess Borders	=	\$9,060.00	
302,000 Images	@	\$0.03 Per TIFF to Inspect & Report Quality	=	\$9,060.00	
105,600 Images	@	\$0.03 Per TIFF to Duplicate Multi-Doc Pages	=	\$3,168.00	
407,600 Images	@	\$0.03 Per TIFF to Group & Index Pages as Docs	=	\$12,228.00	
407,600 Images	@	\$0.03 Per TIFF to Double Group, Index & Verify	=	\$12,228.00	
1 Drive	@	\$250.00 Per USB Drive, Copying	=	\$250.00	30%
1 Shipping	@	\$40.00 Per USB Hard Drive Shipment	=	<u>\$40.00</u>	\$46,034.00

Stage 3

30,200 Poor Images	@	\$0.40 Per TIFF to Enhance & Replace Poor Quality	=	\$12,080.00	
211,200 Images	@	\$0.03 Per TIFF to Mask Unwanted Documents	=	\$6,336.00	
13,200 Images	@	\$0.03 Per TIFF to Reverse Dual Polarity	=	\$396.00	
13,200 Images	@	\$0.03 Per TIFF to Reverse Marginal Notations	=	\$396.00	
1 Drive	@	\$250.00 Per USB Drive, Copying	=	\$250.00	13%
1 Shipping	@	\$40.00 Per USB Hard Drive Shipment	=	<u>\$40.00</u>	\$19,498.00

Total Investment = **\$152,732.00**

Investment per Image = \$0.51

****US Imaging has responded to the RFP pricing as if all the books are Bound; however, we believe some books are in mechanical binders, which can be scanned at a reduced price. Any Mechanical books would receive a \$0.08 discount per image to scan for a total investment of \$0.43 per image.**

Phase 2: Estimated Investment to Group and Index Previously Scanned Images

Previously Scanned Images

		1853-1907 Deed Vols. A-89	=	68,000 Images
68,000 Images	@	50% Multiple Documents per Page	=	34,000 Multi-Docs
68,000 Images	@	4,000 Images per Gigabyte for TIFF Format	=	17 GB for TIFF's

Stage 2

				<u>Optional Service</u>
68,000 Images	@	\$0.03 Per TIFF to Inspect & Report Quality	=	\$2,040.00
68,000 Images	@	\$0.03 Per TIFF to Manually Crop & Resize Image	=	\$2,040.00
34,000 Images	@	\$0.03 Per TIFF to Duplicate Multi-Doc Pages	=	\$1,020.00
68,000 Images	@	\$0.03 Per TIFF to Mask Unwanted Documents	=	\$2,040.00
102,000 Images	@	\$0.03 Per TIFF to Group & Index Pages as Docs	=	\$3,060.00
102,000 Images	@	\$0.03 Per TIFF to Double Group, Index & Verify	=	\$3,060.00
1 Drive	@	\$250.00 Per USB Drive, Copying	=	\$250.00
1 Shipping	@	\$40.00 Per USB Hard Drive Shipment	=	\$40.00

Total Investment = \$8,450.00

Investment per Image = \$0.13

Phase 3: Archive Digital Images to 16mm Microfilm

16mm Rollfilm				
370,000 Images @	6,000 Images per Roll, 16mm x 215', 24x Reduction Ratio	=		62 Rolls
370,000 Images @	\$0.02 Per Image to Archive Silver Original Rollfilm	=	\$7,400.00	
62 Rolls @	\$20.00 Per Silver Original Roll to Brown Tone	=	\$1,240.00	
62 Rolls @	\$30.00 Per Diazo Duplicate Roll	=	\$1,860.00	
1 Box @	\$50.00 Per Box, Microfilm Shipment to Regional Archives (Originals)	=	\$50.00	
1 Box @	\$50.00 Per Box, Microfilm Shipment to County (Diazo Duplicates)	=	<u>\$50.00</u>	
	Total Investment	=	<u>\$10,600.00</u>	
	Investment per Image	=	\$0.03	

****If it is determined that the images are better suited for archiving to 35mm, due to page size, adjusted pricing will be submitted to the County for approval.**