

MICROFILMING SERVICES 2015 BID OPENING 1-13-14	MICROTEK DOCUMENT IMAGING SYSTEMS	OPTITEK INC	RAYCOM DATA TECHNOLOGIES INC
	2282 WELDON SPRINGS PKWY MARYLAND HEIGHTS MO 63146	2001 S HANLEY RD SUITE 250 ST LOUIS MO 63144	1320 E IMPERIAL AVENUE EL SAGUNDO CA 90245
Cost for Microfilming Services:			
16mm Microfilming (\$ per exposure)	\$0.0315	\$0.0243	\$0.08
35mm Microfilming (\$ per exposure)	\$0.44	\$0.0988	\$0.75
Scanning small format documents: (\$ per image)	\$0.043	\$0.039	\$0.15
Scanning large format documents: (\$ per image)	\$1.35	\$0.49	\$0.25
Indexing files (\$ per file)	\$0.20	.038	\$0.25
Duplicate 16mm rolls (\$ per roll)	\$38.75	\$17.73	\$12.50
Duplicate 35mm rolls (\$ per roll)	\$35.00	\$25.46	\$18.50
Master CDs (\$ per CD)	\$20.00*	\$20.00	\$24.50
Duplicate CDs (\$ per CD)	\$10.00	\$5.00	\$12.50
Document Preparation: (removal of staples and paper clips also unfolding and folding of over sized pages) (\$ per hour)	\$19.00	\$16.00	\$18.50
Pick-Up / Delivery (\$ per roundtrip)	\$35.00	\$45.00	\$75.00
NOTARIZED WORK AFFIDAVIT COMPLETED	YES	YES	YES
COPY OF INSURANCE PROVIDED	YES	YES	YES
TAX RECEIPTS OR NOTARIZED LETTER STATING NO REAL OR PERSONAL PROPERTY OWNED IN JEFFERSON COUNTY	YES	YES	YES
COOPERATIVE BID FORM (Y/N)	YES	YES	YES
COOPERATIVE CONTACT INFO:	YES	YES	YES
COMPANY INFORMATION AND SIGNATURE	YES	YES	YES
BID DEPOSIT REQUIRED	N/A	N/A	N/A
COMMENTS:	*Alternate Delivery method for scanned files would be via an external hard drive. The drive would be returned to Microtek after the files had been transferred to your system. This would be at no charge.		