

The above is the base year; this contract has a 4 year extension potencial.

TITLE: Litigation Scanning to CD/DVD

| ITEM NO. & DESCRIPTION | BASIS OF AWARD | Professional Legal Copy, LLC Anchorage, AK | | GPO Estimate | | |
|---|--|--|-------|--------------|-------|----------|
| | | UNIT RATE | COST | UNIT RATE | COST | |
| Format "A": Up to and including 8-1/2 x 11" | | | | | | |
| Format "B": Over 8-1/2 x 11" up to & including 11 x 17" | | | | | | |
| I. | COPYING AND BLOW-BACKS | | | | | |
| (a) | Gray-scale, per impression from originals. | | | | | |
| (1) | Auto-feed | | | | | |
| (1) | Format "A"..... | 19238 | 0.055 | 1058.09 | 0.055 | 1058.09 |
| (2) | Format "B"..... | 2138 | 0.10 | 213.80 | 0.10 | 213.80 |
| (2) | Limited preparation needed | | | | | |
| (1) | Format "A"..... | 70538 | 0.12 | 8464.56 | 0.145 | 10228.01 |
| (2) | Format "B"..... | 7838 | 0.12 | 940.56 | 0.65 | 5094.70 |
| (3) | Glass-Work | | | | | |
| (1) | Format "A"..... | 38475 | 0.15 | 5771.25 | 0.185 | 7117.88 |
| (2) | Format "B"..... | 4275 | 0.15 | 641.25 | 0.225 | 961.88 |
| (4) | Over sized , cost per square foot..... | 1354 | 0.50 | 677.00 | 0.55 | 744.70 |
| (b) | Color copying, per impression from originals: | | | | | |
| (1) | Auto-feed | | | | | |
| (1) | Format "A"..... | 203 | 0.50 | 101.50 | 0.50 | 101.50 |
| (2) | Format "B"..... | 23 | 0.65 | 14.95 | 0.75 | 17.25 |
| (2) | Limited preparation needed | | | | | |
| (1) | Format "A"..... | 743 | 0.60 | 445.80 | 0.65 | 482.95 |
| (2) | Format "B"..... | 83 | 0.65 | 53.95 | 0.85 | 70.55 |
| (3) | Glass-Work | | | | | |
| (1) | Format "A"..... | 405 | 0.60 | 243.00 | 0.75 | 303.75 |
| (2) | Format "B"..... | 45 | 0.65 | 29.25 | 1.00 | 45.00 |
| (c) | Color copying, per impression where intermittent color copies are required | | | | | |
| (1) | Auto-feed | | | | | |
| (1) | Format "A"..... | 810 | 0.65 | 526.50 | 0.50 | 405.00 |
| (2) | Format "B"..... | 90 | 0.75 | 67.50 | 0.75 | 67.50 |
| (2) | Limited preparation needed | | | | | |
| (1) | Format "A"..... | 2970 | 0.75 | 2227.50 | 0.65 | 1930.50 |
| (2) | Format "B"..... | 330 | 0.75 | 247.50 | 0.85 | 280.50 |
| (3) | Glass-Work | | | | | |
| (1) | Format "A"..... | 1620 | 0.75 | 1215.00 | 0.75 | 1215.00 |
| (2) | Format "B"..... | 180 | 0.75 | 135.00 | 1.00 | 180.00 |
| (4) | Over sized , cost per square foot..... | 71 | 5.00 | 355.00 | 5.00 | 355.00 |
| (d) | Blow backs from CD or DVD. | | | | | |
| (1) | Gray scale, per blow back. | | | | | |
| (1) | Format "A"..... | 8550 | 0.07 | 598.50 | 0.085 | 726.75 |
| (2) | Format "B"..... | 950 | 0.12 | 114.00 | 0.125 | 118.75 |
| (2) | Color, per blow back. | | | | | |
| (1) | Format "A"..... | 450 | 0.65 | 292.50 | 0.49 | 220.50 |
| (2) | Format "B"..... | 50 | 0.75 | 37.50 | 0.79 | 39.50 |
| (3) | Over-sized gray scale, per square foot..... | | | | | |
| (1) | | 14 | 0.65 | 9.10 | 0.52 | 7.28 |
| (4) | Over-sized color, per square foot..... | | | | | |
| (1) | | 1 | 5.00 | 5.00 | 5.00 | 5.00 |

II. SCANNING:

| | | | | | | |
|-----|---|--------|------|----------|-------|----------|
| (a) | Gray scale scanned to TIFF, PDF, or JPEG with a minimum 300 dpi, burned to CD or DVD. Cost must include scanning, computer indexing, second pass verification, creating a load file and provide a viewer. | | | | | |
| (1) | Auto-feed, per scan. | | | | | |
| (1) | Format "A"..... | 121838 | 0.08 | 9747.04 | 0.105 | 12792.99 |
| (2) | Format "B"..... | 13538 | 0.12 | 1624.56 | 0.20 | 2707.60 |
| (2) | Limited preparation, per scan. | | | | | |
| (1) | Format "A"..... | 446738 | 0.10 | 44673.80 | 0.15 | 67010.70 |
| (2) | Format "B"..... | 49638 | 0.15 | 7445.70 | 0.20 | 9927.60 |
| (3) | Glass-Work, per scan. | | | | | |
| (1) | Format "A"..... | 243675 | 0.18 | 43861.50 | 0.185 | 45079.88 |
| (2) | Format "B"..... | 27075 | 0.18 | 4873.50 | 0.20 | 5415.00 |
| (4) | Over sized , cost per square foot..... | 1286 | 1.00 | 1286.00 | 2.50 | 3215.00 |
| (b) | Color scanned to TIFF, PDF, or JPEG with a minimum 300 dpi burned to CD or DVD. Where the entire group of pages to be scanned are in color. Cost must include computer indexing, second pass verification, creating a load file and provide a viewer. | | | | | |
| (1) | Auto-feed, per scan. | | | | | |
| (1) | Format "A"..... | 1283 | 0.69 | 885.27 | 0.59 | 756.97 |
| (2) | Format "B"..... | 143 | 0.79 | 112.97 | 0.89 | 127.27 |
| (2) | Limited preparation, per scan. | | | | | |
| (1) | Format "A"..... | 4703 | 0.69 | 3245.07 | 0.59 | 2774.77 |
| (2) | Format "B"..... | 523 | 0.79 | 413.17 | 0.89 | 465.47 |
| (3) | Glass-Work, per scan. | | | | | |
| (1) | Format "A"..... | 2565 | 0.69 | 1769.85 | 0.99 | 2539.35 |
| (2) | Format "B"..... | 285 | 0.79 | 225.15 | 0.99 | 282.15 |
| (c) | Color scanned to TIFF, PDF, or JPEG with a minimum 300 dpi burned to CD or DVD. Where there are intermittent color pages to be scanned. Cost must include computer indexing, second pass verification, creating a load file and provide a viewer. | | | | | |
| (1) | Auto-feed, per scan. | | | | | |
| (1) | Format "A"..... | 5130 | 0.69 | 3539.70 | 0.59 | 3026.70 |
| (2) | Format "B"..... | 570 | 0.79 | 450.30 | 0.89 | 507.30 |
| (2) | Limited preparation, per scan. | | | | | |
| (1) | Format "A"..... | 18810 | 0.69 | 12978.90 | 0.59 | 11097.90 |
| (2) | Format "B"..... | 2090 | 0.79 | 1651.10 | 0.89 | 1860.10 |
| (3) | Glass-Work, per scan. | | | | | |
| (1) | Format "A"..... | 10260 | 0.69 | 7079.40 | 0.99 | 10157.40 |
| (2) | Format "B"..... | 1140 | 0.89 | 1014.60 | 0.99 | 1128.60 |
| (4) | Over sized , cost per square foot..... | 54 | 5.00 | 270.00 | 5.00 | 270.00 |

| | | | | | | |
|------|---|--------|-------|-----------|-------|-----------|
| (d) | Optical character recognition (OCR), cost per scan. | | | | | |
| | (1) Format "A"..... | 540000 | 0.02 | 10800.00 | 0.025 | 13500.00 |
| | (2) Format "B"..... | 60000 | 0.02 | 1200.00 | 0.025 | 1500.00 |
| III. | OBJECTIVE, SUBJECTIVE & IN-TEXT CODING: | | | | | |
| (a) | Bibliographic objective coding, up to 30 key-strokes per field. Objective coding includes, but not limited to fields such as document date, document type, pre-existing bates numbers, attachment range, documents title, author, and recipient. It is coding that does not require the contractor to read or under- stand the text, but can be copied verbatim from the document into the appropriate database field. Cost per 100 fields..... | 25500 | 4.50 | 114750.00 | 5.50 | 140250.00 |
| (b) | Cost for each additional 30 key-strokes of objective coding per field..... | 125 | 0.10 | 12.50 | 0.055 | 6.88 |
| (c) | Bibliographic subjective coding, up to 30 key-strokes per field. Subjective coding includes, but not limited to a summary of the content of the document or analysis of issues. Cost per 100 fields..... | 3000 | 5.50 | 16500.00 | 6.50 | 19500.00 |
| (d) | Cost for each additional 30 key-strokes of subjective coding per field..... | 100 | 0.055 | 5.50 | 0.065 | 6.50 |
| (e) | In-text coding is the capture of information referenced within the body of the document. In-text coding will include but not limited to names, locations, dates, and important numbers. Cost per 100 fields..... | 500 | 35.00 | 17500.00 | 50.00 | 25000.00 |
| (f) | Cost for each additional 30 key-strokes of in-text coding per field..... | 30 | 0.35 | 10.50 | 0.50 | 15.00 |
| (g) | Document boundaries must show the placement of paper clips, staples, dividers, stick-notes, and etc. Boundaries will be based on 4 pages per document; a 1:4 ratio. | | | | | |
| | (1) Standard (physical) document determination, per 100 boundaries..... | 1750 | 1.00 | 1750.00 | N/C | |
| | (2) Logical (relational-ship) document determination, per 100 boundaries..... | 750 | 3.00 | 2250.00 | 3.50 | 2625.00 |
| IV. | ADDITIONAL OPERATION: | | | | | |
| (a) | Copying of indexed CD. These will include those CD's manufactured under the term of this contract and other like CD's provided by the agency. Cost must include a standard, single clear plastic jewel case and blank CD disk, cost per set..... | 10 | 10.00 | 100.00 | 10.00 | 100.00 |
| (b) | Copying of indexed DVD. These will include those DVD's manufactured under the term of this contract and other like DVD's provided by the agency. Cost must include a standard, single clear plastic jewel case and blank CD disk, cost per set..... | 35 | 15.00 | 525.00 | 20.00 | 700.00 |

| | | | | | | |
|-------------------|--|------|---------|--------------|-------|--------------|
| (c) | Binders; 3" slant locking "D"rings: Complete with vinyl covering, sheet lifters clear vinyl pockets, index inserts copied, front and spine and a metal loose-leaf element, per binder..... | 5 | 15.00 | 75.00 | 15.00 | 75.00 |
| (d) | Tabbed dividers, copied one side only, cost per 100 dividers..... | 7 | 25.00 | 175.00 | 25.00 | 175.00 |
| (e) | Electronic bates stamping, cost per 100 stamps..... | 900 | 2.50 | 2250.00 | 2.50 | 2250.00 |
| (f) | Physical bates stamping, sequentially with no missing numbers, cost per 100 stamps..... | 7650 | 6.50 | 49725.00 | 8.50 | 65025.00 |
| (g) | Physical bates stamping, with listed missing numbers or broken lots, cost per 100 stamps..... | 450 | 6.50 | 2925.00 | 6.50 | 2925.00 |
| CONTRACTOR TOTALS | | | | \$392,186.64 | | \$486,787.45 |
| DISCOUNT | | | 2.00% | 7843.73 | NET | |
| DISCOUNTED TOTALS | | | 20 days | \$384,342.91 | | \$486,787.45 |

Reviewed by: _____

