



SEDGWICK COUNTY, KANSAS

DIVISION OF FINANCE

Purchasing Department

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**REQUEST FOR PROPOSAL
#09-0121
DIGITAL BOOK SCANNING EQUIPMENT**

ADDENDUM #1

May 15, 2009

The below information is in reference to RFP 09-0121 Digital Book Scanning Equipment. Questions are in **bold** and answers are in *italics*.

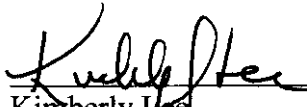
- 1. When the proposal is awarded by Board of County Commission, when would be the estimated start date for the project?**
Approximately July 1st, 2009
- 2. Regarding insurances and certificates, do you require these as part of the Proposal response or upon award?**
Page 2, Section 3 of the Request for Proposal states ".... Certificate shall be provided with bid/proposal submittals..."
- 3. Under Minimum Mandatory Requirements, item 6 states a maximum media size of 18x25 inches. Will smaller sized books be scanned using this equipment? Can you also provide book thickness in inches?**
The largest book is 17x21 inches and there are many different size smaller books. The book thickness is about 4 inches.
- 4. Will Sedgwick County entertain alternative options to out-right purchase, such as a facilities engagement on-site in Kansas?**
Not sure at this time, vendors may propose such an arrangement as an option.
- 5. There is no reference as to whether you require an automatic/robotic page turner, semi manual operation or a manual operation, can you comment on these options?**
Sedgwick County requires semi manual or manual operation, a robotic arm is not necessary.

6. **In the Minimum Mandatory Requirements, item 9 states “Must be bundled with software to manually edit scans”. Can someone clarify specific editing requirements?**
The Register of Deeds requires that each scan can be edited individually to remove shadows, deskew and despeckle. Vendors should submit detailed information on software available with the scanner, more than one option can be proposed. The ultimate goal is to have clear archival quality scans. The County has a desire for the vendor to tell us what the best software might be to achieve this.
7. **Is color scanning required?**
Color is not required; County would accept either black and white or color depending on which type of unit the best scan can be achieved from.
8. **There are no scan cycle time requirements. Is there a value in providing the best scan cycle time, or is it low bid take all?**
*The Register of Deeds currently has production scanners that are used for other purposes. What the department is looking for is a scanner that can scan an old document that is barely readable and make it more legible. The time it takes to do this is not as relevant.
This request was distributed in the form of a proposal so that the County could include minimal requirements and have vendors propose solutions that would meet County needs. Price is not the deciding factor in the review process, although it is one factor. Selection Criteria listed in Section 6 and Product Demonstration Criteria in Section 7 will also be determining factors in the award recommendation.*
9. **Is it of value to provide the significance of our lighting system in the proposal response?**
Refer to question 8, second paragraph. Vendors should submit as much information as possible to aid the County in the decision to select the product that best fits the needs of the department. There is value in all information provided.
10. **We provide systems turnkey with the PC, would you rather we unbundle the PC and you provide your own?**
County would provide any PC necessary to connect to the equipment.
11. **In regard to Minimum Mandatory Requirements, item 2: Scan bound books without damage to binding or pages. It is our assumption that a planetary type scanner where the book lies face up on the scanner bed, as opposed to a flat bed where the book lies face down and must have pressure applied to flatten out the page(s) being scanned. Is this a correct assumption?**
Yes, a planetary type scanner could be an option. Some of the pages are in very delicate condition. If this type of scanner is used, we understand it would not be scanning duplex and “two up” would be appropriate.
12. **In regard to Minimum Mandatory Requirements, item 4: Complaint with TWAIN interface in TIF multi page group IV, VVITT format. Production type scanners do not use TWAIN drivers, in fact TWAIN technology while still used in consumer**

type scanners, is old technology. The newest scanners are autonomous network devices not requiring TWAIN or any other type of drivers. Our line of scanners use a TCP/IP network interface, transferring data via a 1 gigabit Ethernet cable. This is the fastest method of communicating with and transferring data from a scanner. Does this newer technology satisfy the requirement?

The application the department is currently using to scan images into our system uses the TWAIN interface mentioned in the RFP. The Register of Deeds currently does not plan to digitize these images, just scanning them to put onto film. Thus, this is not a requirement for the project. However, we were considering an application that would interface in case we do decide to digitize at a later date.

Vendors are responsible for checking the web site and acknowledging any addendums on the proposal response form.



Kimberly Lee
Purchasing Agent