

ADDENDUM NO. 3

RFP NUMBER: _____170301_____

RFP TITLE: _____RFP for Digitization Services_____

DEPARTMENT: ___Chattanooga Library_____

COMMODITY: ___Digitization Services_____

DATE OF ADDENDUM: _____September 20, 2018_____

RFP DUE DATE: _____September 27, 2018_____

RFP DUE TIME: _____4:00 p.m., e.s.t._____

REASON: ANSWERS TO QUESTIONS

(SIGNED): _____(DATE): _____

(COMPANY): _____

Sign one (1) copy of this page and return it with your proposal, or separately and clearly labelled only if your proposal has already been submitted, to the Purchasing Department (email: dmkeylon@chattanooga.gov; or fax to 423-643-7244 Attn: D Keylon; or mail to Purchasing Dept., Attn: D Keylon, 101 E. 11th Street, Suite G-13, Chattanooga, TN 37402.

Retain a copy for your file.

ADDENDUM NO. 2

QUESTIONS AND ANSWERS

RFP NUMBER: _____170301_____

RFP Name: ___Digitization Services_____

Question: It is estimated that each roll of microfilm contains 650 frames. You are asking for pricing “per frame”. However, I highly suspect the 650 frames equates to 1300 pages, because a frame normally contains two pages. Is it possible to clarify if you want 650 images (two pages per image) or if you really in fact want 1300 single page images? Some vendors may bid a price per frame and not realize each frame needs be split into two images. Splitting the frames into single page images is very important for vendors to know, so that we are all on the same page.

Answer: After sampling the approximately 275 reel part of the collection that would be initially scanned: there are an average of 650 frames/exposures/individual images per reel, and in the sample each image is a single page (with parts of another page on the edge of the image.) Outside of the approximately 275 rolls we pulled some more recent reels and beginning around 1950 the vendor producing the microfilm has two newspaper pages per exposed section of microfilm. It is recommended if this is a concern to propose pricing for both scenarios.

END