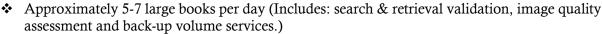# Deed Plant Scanning and Indexing Agreement

> **"Book Scanning"** Estimate (1person operation for auto-cropping prep, scanning, image enhancement tasks)
> - ❖ Approximately 400-500 physical pages per hour completing one historical book entirely at a time
> - ❖ Severely damaged books impede process speed and thorough output.

> **"Indexing"**
> - ❖ A separate agreement with Tyler Technologies to export all currently indexed files from DocPro to our portal site.

> **"Quality Assurance"** Services Estimate (1 person for 3 Months)
> - ❖ Approximately 5-7 large books per day (Includes: search & retrieval validation, image quality assessment and back-up volume services.)
> - ❖ Every night the images will be uploaded to our Cloud Server, Backed-Up to a Solid State Hard Drive, and upon completion of the project the Clerk & Recorder will receive a Solid State Hard Drive of all of the images for storage at a place of their choosing

INITIAL ACCEPTANCE	CONTRACT DURATION	Total Cost
	During Discovery as discussed, this contract duration will be 3 Months for: -Labor for "Book Scanning" of approximately 425 books within the Clerk & Recorder Vault -Labor for "Indexing" and "Quality Assurance" of previously indexed records within the Clerk & Recorder Vault -Uploading all images to our proprietary cloud portal -Payment as discussed 60% Down, 20% at end of 60 days, and final 20% upon completion, a storage and maintenance fee for cloud storage will be determined after determination of the size of cloud storage needed	$80,000

The below signed agree that many "unknowns" may exist when dealing with historical books and documents. If any "unknowns" arise during this process they will be brought to the attention of the Clerk & Recorder and could possibly affect the terms, conditions and timeframe of this Agreement, no additional expenses will be incurred without prior approval.

_____
Braiden Burns, President

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Broadwater County

MUTUAL CONFIDENTIALITY AGREEMENT: *Customer acknowledges that any proprietary software, hardware, or details of technique or processes are mutually-confidential between Meadowlark Search and Broadwater County and cannot be shared with any outside individual, party or otherwise without prior written-consent from both parties.*

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