

**CITY OF EL PASO, TEXAS  
AGENDA ITEM  
DEPARTMENT HEAD'S SUMMARY FORM**

**DEPARTMENT:** General Services – Records Division

**AGENDA DATE:** 03/22/11

**CONTACT NAME AND PHONE NUMBER:** Stuart Ed, Director, General Services, (915) 621-6822  
Bruce Collins, Purchasing Manager, Financial Services (915) 541-4313

**DISTRICT(S) AFFECTED:** ALL

**SUBJECT:**

Award the following solicitation: 2011-129 – Document Scanning and Shredding Services  
To: DataXport.Net, LLC of El Paso, TX  
Estimated Annual Expenditures: \$109,370.81  
Total Estimated Expenditures: \$109,370.81

**BACKGROUND / DISCUSSION:**

The City GSD Records Division is currently storing files on and offsite and there is insufficient staff to keep up with new and current volumes of records. These files are difficult to retrieve, are deteriorating in a dusty storage environment and there is a risk of losing the files as a result of a fire or vandalism. Document scanning will allow the City to fully utilize their Application Extender system meaning 100% of the files will be accessible from any workstation within the City. The electronic conversion of these records and access through Application Extender will raise service by allowing rapid retrieval of scanned data, avoid loss of documents, minimizes the risk of damage or loss of hard copy documents and will reduce costs by eliminating certain retrieval and copy functions as well as the need for on-site storage. Local business is being supported.

**PRIOR COUNCIL ACTION:**

No.

**AMOUNT AND SOURCE OF FUNDING:**

31010330-502215-01101-31010 – General Services, Outside Contracts

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**BOARD / COMMISSION ACTION:**

Enter appropriate comments or N/A

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\*\*\*\*\*REQUIRED AUTHORIZATION\*\*\*\*\*

**DEPARTMENT HEAD:** \_\_\_\_\_

(If Department Head Summary Form is initiated by Purchasing, client department should sign also)

*Information copy to appropriate Deputy City Manager*

**COUNCIL PROJECT FORM  
(ONE-TIME BID)**

\*\*\*\*\*POSTING LANGUAGE BELOW\*\*\*\*\*

Please place the following item on the **CONSENT** agenda (under **BEST VALUE PROCUREMENT**) for the Council Meeting of **MARCH 22, 2011**.

The award of Solicitation No. 2011-129 Document Scanning and Shredding Services to DataXport.Net, LLC for a total award of \$109,370.81.

Department:	General Services
Award to:	DataXport.Net, LLC
Vendor Location:	El Paso, TX
Item(s):	All
Option:	None
Payment Terms:	2%10, 1%20, N30
Total Award:	\$109,370.81
Funding Source:	General Services, Outside Contracts
District(s):	All

This is a Best Value, service contract.

The Financial Services - Purchasing Division and General Services Department recommend that Mel's Enterprises be disqualified as non-responsive and the contract be awarded as indicated to DataXport.Net, LLC, the bidder offering the best value bid.

\*\*\*\*\*ADDITIONAL INFO BELOW\*\*\*\*\*

Mel's Enterprises is recommended to be disqualified as non-responsive because the bidder is unable to provide the large format scanning in the format required by the bid specifications.

# COMMITTEE SCORE SHEET

SOLICITATION NO: 2011-129

SOLICITATION TITLE: DOCUMENT SCANNING AND SHREDDING SERVICES  
GENERAL SERVICES - RECORDS CENTER

	ARDEM INCORPORATED HILLSBOROUGH, NJ	BROKERS LOGISTICS LTD EL PASO, TX	CINTAS CORPORATION NO. 2 MASON, OH	DATAMARK INC. EL PASO, TX	DATAEXPORT.NET, LLC EL PASO, TX	HOV SERVICES INC. EL PASO, TX	IKON OFFICE SOLUTIONS, INC DALLAS, TX
<b>Cost</b>							
50 points	20.84	10.87	27.08	38.02	50.00	29.75	30.68
(As submitted on bid)	\$257,165.00	\$503,017.20	\$199,887.05	\$140,965.10	\$109,370.81	\$180,133.90	\$174,667.70
w/ discount	\$257,165.00	\$492,956.86	\$197,888.18	\$140,965.10	\$107,183.39	\$180,133.90	\$174,667.70
<b>Security</b>							
30 points	30	15	12	30	30	30	15
<b>Reputation and Quality of Bidder's Service</b>							
15 points	9	9	0	9	15	15	9
<b>Past Relationship/Performance with the City</b>							
5 points	0	0	0	0	5	0	0
<b>GRAND TOTAL</b> (100 points/percent max)	59.84	34.87	39.08	77.02	100.00	74.75	54.68

	IMAGE EXPRESS INC. EDEN PRAIRIE, MN	INSTREAM, LLC NASHVILLE, TN	KOPY KWEEN, INC. d/b/a SUPERIORGLACIER NEW YORK, NY	MEL'S ENTERPRISES EL PASO, TX	PROFESSIONAL DOCUMENT SYSTEMS, INC EL PASO, TX	S-DATA SOLUTIONS EL PASO, TX	TELA TECHNOLOGIES, INC. HOUSTON, TX	WORLD WIDE DATA SOLUTIONS, INC. EL PASO, TX
<b>Cost</b>								
50 points	28.92	28.90	21.22	Non-responsive	31.76	20.13	36.88	40.70
(As submitted on bid)	\$185,280.50	\$185,458.40	\$257,745.50	\$69,875.00	\$168,751.00	\$268,972.50	\$148,284.50	\$131,675.00
w/ discount	\$185,280.50	\$185,458.40	\$252,590.59	\$68,582.31	\$168,751.00	\$266,282.78	\$145,318.81	\$131,675.00
<b>Security</b>								
30 points	30	30	30	Non-responsive	30	15	30	0
<b>Reputation and Quality of Bidder's Service</b>								
15 points	15	12	12	Non-responsive	15	9	15	0
<b>Past Relationship/Performance with the City</b>								
5 points	0	0	0	Non-responsive	5	0	0	0
<b>GRAND TOTAL</b> (100 points/percent max)	73.92	70.90	63.22	Non-responsive	81.76	44.13	81.88	40.70



# CITY OF EL PASO BID TABULATION FORM



Solicitation #: 2011-129

Department: General Services - Records Center

Bid Opening Date: February 9, 2011

Project Name: Document Scanning and Shredding Services

			ARDEM INCORPORATED HILLSBOROUGH, NJ		BROKERS LOGISTICS, LTD. EL PASO, TX		CINTAS CORPORATION NO. 2 MASON, OH		DATAMARK INC. EL PASO, TX	
GROUP I: SCANNING SERVICES			UNIT PRICE	EXTENDED PRICE (EST. QTY. X UNIT PRICE)	UNIT PRICE	EXTENDED PRICE (EST. QTY. X UNIT PRICE)	UNIT PRICE	EXTENDED PRICE (EST. QTY. X UNIT PRICE)	UNIT PRICE	EXTENDED PRICE (EST. QTY. X UNIT PRICE)
ITEM NO.	ESTIMATED QUANTITY	DESCRIPTION OF ITEM								
1.	1,485,000	DOCUMENT B&W SCAN, 200 DPI, PAGE SIZE UP TO/INCLUDING 8.5" X 11"	\$0.075	\$111,375.00	\$0.19	\$282,150.00	\$0.055	\$81,675.00	\$0.0402	\$59,697.00
2.	93,000	DOCUMENT B&W SCAN, 200 DPI, PAGE SIZE LARGER THAN 8.5" X 11" UP TO/INCLUDING 11" X 17"	\$0.135	\$12,555.00	\$0.19	\$17,670.00	\$0.08	\$7,440.00	\$0.2473	\$22,998.90
3.	167,000	DOCUMENT B&W SCAN, 200 DPI, PAGE SIZE LARGER THAN 11" X 17" UP TO/INCLUDING 24" X 36"	\$0.72	\$120,240.00	\$1.20 <small>(BIDDER'S EXT. PRICE: \$240,000.00)</small>	\$200,400.00	\$0.65	\$108,550.00	\$0.2601	\$43,436.70
<b>GROUP I TOTAL:</b>			<b>\$244,170.00</b>		<b>\$500,220.00</b>		<b>\$197,665.00</b>		<b>\$126,132.60</b>	

NOTE: This is a Best Value Procurement. Price and other factors shall be evaluated to determine an awardee.  
The information contained in this bid tabulation is for information only and does not constitute actual award/execution of contract.

APPROVED BY: EH

DATE: 2/14/11



# CITY OF EL PASO BID TABULATION FORM



Bid Opening Date: February 9, 2011  
Project Name: Document Scanning and Shredding Services

Solicitation #: 2011-129  
Department: General Services - Records Center

GROUP II: SHREDDING SERVICES			ARDEM INCORPORATED HILLSBOROUGH, NJ		BROKERS LOGISTICS, LTD. EL PASO, TX		CINTAS CORPORATION NO. 2 MASON, OH		DATAMARK INC. EL PASO, TX	
ITEM NO.	ESTIMATED QUANTITY	DESCRIPTION OF ITEM	UNIT PRICE	EXTENDED PRICE (EST. QTY. X UNIT PRICE)	UNIT PRICE	EXTENDED PRICE (EST. QTY. X UNIT PRICE)	UNIT PRICE	EXTENDED PRICE (EST. QTY. X UNIT PRICE)	UNIT PRICE	EXTENDED PRICE (EST. QTY. X UNIT PRICE)
1.	1,485,000	DOCUMENT B&W SCAN, 200 DPI, PAGE SIZE UP TO/INCLUDING 8.5" X 11"	\$0.007	\$10,395.00	\$0.0009	\$1,336.50	\$0.00095	\$1,410.75	\$0.0085	\$12,622.50
2.	93,000	DOCUMENT B&W SCAN, 200 DPI, PAGE SIZE LARGER THAN 8.5" X 11" UP TO/INCLUDING 11" X 17"	\$0.01	\$930.00	\$0.0017	\$158.10	\$0.0019	\$176.70	\$0.0085	\$790.50
3.	167,000	DOCUMENT B&W SCAN, 200 DPI, PAGE SIZE LARGER THAN 11" X 17" UP TO/INCLUDING 24" X 36"	\$0.01	\$1,670.00	\$0.0078	\$1,302.60	\$0.0038	\$634.60	\$0.0085	\$1,419.50
<b>GROUP II TOTAL:</b>			\$12,995.00		\$2,797.20		\$2,222.05		\$14,832.50	
<b>GRAND TOTAL (GROUP I + GROUP II):</b>			\$257,165.00		\$503,017.20		\$199,887.05		\$140,965.10	
<b>PAYMENT TERMS:</b>			NET - 30 DAYS		2% - 10 DAYS		1% - 10 DAYS NET - 30 DAYS		NET - 30 DAYS	
<b>BIDDER AGREES TO ACCEPT PAYMENT BY PROCUREMENT CARD:</b>			YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>		YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>		YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>		YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	

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# CITY OF EL PASO BID TABULATION FORM



Solicitation #: 2011-129

Department: General Services - Records Center

Bid Opening Date: February 9, 2011

Project Name: Document Scanning and Shredding Services

GROUP I: SCANNING SERVICES			DATAEXPORT.NET, LLC EL PASO, TX		HOV SERVICES INC. EL PASO, TX		IKON OFFICE SOLUTIONS, INC. DALLAS, TX		IMAGE EXPRESS, INC. EDEN PRAIRIE, MN	
ITEM NO.	ESTIMATED QUANTITY	DESCRIPTION OF ITEM	UNIT PRICE	EXTENDED PRICE (EST. QTY. X UNIT PRICE)	UNIT PRICE	EXTENDED PRICE (EST. QTY. X UNIT PRICE)	UNIT PRICE	EXTENDED PRICE (EST. QTY. X UNIT PRICE)	UNIT PRICE	EXTENDED PRICE (EST. QTY. X UNIT PRICE)
1.	1,485,000	DOCUMENT B&W SCAN, 200 DPI, PAGE SIZE UP TO/INCLUDING 8.5" X 11"	\$0.039	\$57,915.00	\$0.033	\$49,005.00	\$0.0688	\$102,168.00	\$0.039	\$57,915.00
2.	93,000	DOCUMENT B&W SCAN, 200 DPI, PAGE SIZE LARGER THAN 8.5" X 11" UP TO/INCLUDING 11" X 17"	\$0.06	\$5,580.00	\$0.0593	\$5,514.90	\$0.0714	\$6,640.20	\$0.039	\$3,627.00
3.	167,000	DOCUMENT B&W SCAN, 200 DPI, PAGE SIZE LARGER THAN 11" X 17" UP TO/INCLUDING 24" X 36"	\$0.254	\$42,418.00	\$0.7480	\$124,916.00	\$0.2935	\$49,014.50	\$0.73	\$121,910.00
<b>GROUP I TOTAL:</b>			<b>\$105,913.00</b>		<b>\$179,435.90</b>		<b>\$157,822.70</b>		<b>\$183,452.00</b>	

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APPROVED BY:     Eh    

DATE:     2/14/11



# CITY OF EL PASO BID TABULATION FORM



Solicitation #: 2011-129

Department: General Services - Records Center

Bid Opening Date: February 9, 2011

Project Name: Document Scanning and Shredding Services

GROUP II: SHREDDING SERVICES			DATAEXPORT.NET, LLC EL PASO, TX		HOV SERVICES INC. EL PASO, TX		IKON OFFICE SOLUTIONS, INC. DALLAS, TX		IMAGE EXPRESS, INC. EDEN PRAIRIE, MN	
ITEM NO.	ESTIMATED QUANTITY	DESCRIPTION OF ITEM	UNIT PRICE	EXTENDED PRICE (EST. QTY. X UNIT PRICE)	UNIT PRICE	EXTENDED PRICE (EST. QTY. X UNIT PRICE)	UNIT PRICE	EXTENDED PRICE (EST. QTY. X UNIT PRICE)	UNIT PRICE	EXTENDED PRICE (EST. QTY. X UNIT PRICE)
1.	1,485,000	DOCUMENT B&W SCAN, 200 DPI, PAGE SIZE UP TO/INCLUDING 8.5" X 11"	\$0.001078	\$1,600.83	\$0.0004	\$594.00	\$0.0075	\$11,137.50	\$0.001	\$1,485.00
2.	93,000	DOCUMENT B&W SCAN, 200 DPI, PAGE SIZE LARGER THAN 8.5" X 11" UP TO/INCLUDING 11" X 17"	\$0.002156	\$200.51	\$0.0004	\$37.20	\$0.0075	\$697.50	\$0.001	\$93.00
3.	167,000	DOCUMENT B&W SCAN, 200 DPI, PAGE SIZE LARGER THAN 11" X 17" UP TO/INCLUDING 24" X 36"	\$0.009919	\$1,656.47	\$0.0004	\$66.80	\$0.03	\$5,010.00	\$0.0015	\$250.50 <small>(BIDDER'S EXTENDED PRICE: \$250.00)</small>
<b>GROUP II TOTAL:</b>			<b>\$3,457.81</b>		<b>\$698.00</b>		<b>\$16,845.00</b>		<b>\$1,828.50</b> <small>(BIDDER'S GROUP II TOTAL: \$1,828.00)</small>	
<b>GRAND TOTAL (GROUP I + GROUP II):</b>			<b>\$109,370.81</b>		<b>\$180,133.90</b> <small>(BIDDER'S GRAND TOTAL: \$180,160.90)</small>		<b>\$174,667.70</b>		<b>\$185,280.50</b> <small>(BIDDER'S GRAND TOTAL [GROUP I + GROUP II]: \$185,280.00)</small>	
<b>PAYMENT TERMS:</b>			2% - 10 DAYS 1% - 20 DAYS 0% - 30 DAYS NET - 30 DAYS		NET - 30 DAYS		NET - 30 DAYS		NET - 30 DAYS	
<b>BIDDER AGREES TO ACCEPT PAYMENT BY PROCUREMENT CARD:</b>			YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>		YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>		YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>		YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	

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DATE: 2/14/11



# CITY OF EL PASO BID TABULATION FORM



Solicitation #: 2011-129

Department: General Services - Records Center

Bid Opening Date: February 9, 2011

Project Name: Document Scanning and Shredding Services

GROUP I: SCANNING SERVICES			INSTREAM, LLC NASHVILLE, TN		KOPY KWEEN, INC. DBA SUPERIORGLACIER ("SUPERIORGLACIER") NEW YORK, NY		MEL'S ENTERPRISES EL PASO, TX		PROFESSIONAL DOCUMENT SYSTEMS, INC. EL PASO, TX	
ITEM NO.	ESTIMATED QUANTITY	DESCRIPTION OF ITEM	UNIT PRICE	EXTENDED PRICE (EST. QTY. X UNIT PRICE)	UNIT PRICE	EXTENDED PRICE (EST. QTY. X UNIT PRICE)	UNIT PRICE	EXTENDED PRICE (EST. QTY. X UNIT PRICE)	UNIT PRICE	EXTENDED PRICE (EST. QTY. X UNIT PRICE)
1.	1,485,000	DOCUMENT B&W SCAN, 200 DPI, PAGE SIZE UP TO/INCLUDING 8.5" X 11"	\$0.049	\$72,765.00	\$0.0475	\$70,537.50	\$0.025	\$37,125.00	\$0.0420	\$62,370.00
2.	93,000	DOCUMENT B&W SCAN, 200 DPI, PAGE SIZE LARGER THAN 8.5" X 11" UP TO/INCLUDING 11" X 17"	\$0.049	\$4,557.00	\$0.12	\$11,160.00	\$0.032	\$2,976.00	\$0.0420	\$3,906.00
3.	167,000	DOCUMENT B&W SCAN, 200 DPI, PAGE SIZE LARGER THAN 11" X 17" UP TO/INCLUDING 24" X 36"	\$0.62	\$103,540.00	\$0.98	\$163,660.00	\$0.032	\$5,344.00	\$0.5750	\$96,025.00
<b>GROUP I TOTAL:</b>			<b>\$180,862.00</b>		<b>\$245,357.50</b>		<b>\$45,445.00</b>		<b>\$162,301.00</b>	

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# CITY OF EL PASO BID TABULATION FORM



Bid Opening Date: February 9, 2011  
Project Name: Document Scanning and Shredding Services

Solicitation #: 2011-129  
Department: General Services - Records Center

GROUP II: SHREDDING SERVICES			INSTREAM, LLC NASHVILLE, TN		KOPY KWEEN, INC. DBA SUPERIORGLACIER ("SUPERIORGLACIER") NEW YORK, NY		MEL'S ENTERPRISES EL PASO, TX		PROFESSIONAL DOCUMENT SYSTEMS, INC. EL PASO, TX	
ITEM NO.	ESTIMATED QUANTITY	DESCRIPTION OF ITEM	UNIT PRICE	EXTENDED PRICE (EST. QTY. X UNIT PRICE)	UNIT PRICE	EXTENDED PRICE (EST. QTY. X UNIT PRICE)	UNIT PRICE	EXTENDED PRICE (EST. QTY. X UNIT PRICE)	UNIT PRICE	EXTENDED PRICE (EST. QTY. X UNIT PRICE)
1.	1,485,000	DOCUMENT B&W SCAN, 200 DPI, PAGE SIZE UP TO/INCLUDING 8.5" X 11"	\$0.0026	\$3,861.00	\$0.0025	\$3,712.50	\$0.014	\$20,790.00	\$0.0025	\$3,712.50
2.	93,000	DOCUMENT B&W SCAN, 200 DPI, PAGE SIZE LARGER THAN 8.5" X 11" UP TO/INCLUDING 11" X 17"	\$0.0027	\$251.10	\$0.0035	\$325.50	\$0.014	\$1,302.00	\$0.0025	\$232.50
3.	167,000	DOCUMENT B&W SCAN, 200 DPI, PAGE SIZE LARGER THAN 11" X 17" UP TO/INCLUDING 24" X 36"	\$0.0029	\$484.30	\$0.05	\$8,350.00	\$0.014	\$2,338.00	\$0.0150	\$2,505.00
<b>GROUP II TOTAL:</b>			<b>\$4,596.40</b>		<b>\$12,388.00</b>		<b>\$24,430.00</b>		<b>\$6,450.00</b>	
<b>GRAND TOTAL (GROUP I + GROUP II):</b>			<b>\$185,458.40</b>		<b>\$257,745.50</b>		<b>\$69,875.00</b>		<b>\$168,751.00</b>	
<b>PAYMENT TERMS:</b>			NET - 30 DAYS		2% - 10 DAYS NET - 30 DAYS		1.85% - 10 DAYS		NET - 30 DAYS	
<b>BIDDER AGREES TO ACCEPT PAYMENT BY PROCUREMENT CARD:</b>			YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>		YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>		YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>		YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	

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# CITY OF EL PASO BID TABULATION FORM



Solicitation #: 2011-129

Department: General Services - Records Center

Bid Opening Date: February 9, 2011

Project Name: Document Scanning and Shredding Services

GROUP I: SCANNING SERVICES			S-DATA SOLUTIONS EL PASO, TX		TELA TECHNOLOGIES, INC. HOUSTON, TX		WORLD WIDE DATA SOLUTIONS, INC. EL PASO, TX			
ITEM NO.	ESTIMATED QUANTITY	DESCRIPTION OF ITEM	UNIT PRICE	EXTENDED PRICE (EST. QTY. X UNIT PRICE)	UNIT PRICE	EXTENDED PRICE (EST. QTY. X UNIT PRICE)	UNIT PRICE	EXTENDED PRICE (EST. QTY. X UNIT PRICE)		
1.	1,485,000	DOCUMENT B&W SCAN, 200 DPI, PAGE SIZE UP TO/INCLUDING 8.5" X 11"	\$0.0495	\$73,507.50	\$0.055	\$81,675.00	\$0.025	\$37,125.00		
2.	93,000	DOCUMENT B&W SCAN, 200 DPI, PAGE SIZE LARGER THAN 8.5" X 11" UP TO/INCLUDING 11" X 17"	\$0.0695	\$6,463.50	\$0.055	\$5,115.00	\$0.025	\$2,325.00		
3.	167,000	DOCUMENT B&W SCAN, 200 DPI, PAGE SIZE LARGER THAN 11" X 17" UP TO/INCLUDING 24" X 36"	\$1.0795	\$180,276.50	\$0.35	\$58,450.00	\$0.50	\$83,500.00		
<b>GROUP I TOTAL:</b>			<b>\$260,247.50</b>		<b>\$145,240.00</b>		<b>\$122,950.00</b>			

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APPROVED BY: \_\_\_\_\_

*Eh*

DATE: \_\_\_\_\_

*2/14/11*



# CITY OF EL PASO BID TABULATION FORM



Bid Opening Date: February 9, 2011  
Project Name: Document Scanning and Shredding Services

Solicitation #: 2011-129  
Department: General Services - Records Center

GROUP II: SHREDDING SERVICES			S-DATA SOLUTIONS EL PASO, TX		TELA TECHNOLOGIES, INC. HOUSTON, TX		WORLD WIDE DATA SOLUTIONS, INC. EL PASO, TX		
ITEM NO.	ESTIMATED QUANTITY	DESCRIPTION OF ITEM	UNIT PRICE	EXTENDED PRICE (EST. QTY. X UNIT PRICE)	UNIT PRICE	EXTENDED PRICE (EST. QTY. X UNIT PRICE)	UNIT PRICE	EXTENDED PRICE (EST. QTY. X UNIT PRICE)	
1.	1,485,000	DOCUMENT B&W SCAN, 200 DPI, PAGE SIZE UP TO/INCLUDING 8.5" X 11"	\$0.005	\$7,425.00	\$0.0015 <small>(BIDDER'S EXTENDED PRICE: \$2,228.00)</small>	\$2,227.50	\$0.005	\$7,425.00	
2.	93,000	DOCUMENT B&W SCAN, 200 DPI, PAGE SIZE LARGER THAN 8.5" X 11" UP TO/INCLUDING 11" X 17"	\$0.005	\$465.00	\$0.0025 <small>(BIDDER'S EXTENDED PRICE: \$233.00)</small>	\$232.50	\$0.005	\$465.00	
3.	167,000	DOCUMENT B&W SCAN, 200 DPI, PAGE SIZE LARGER THAN 11" X 17" UP TO/INCLUDING 24" X 36"	\$0.005	\$835.00	\$0.0035 <small>(BIDDER'S EXTENDED PRICE: \$585.00)</small>	\$584.50	\$0.005	\$835.00	
<b>GROUP II TOTAL:</b>			\$8,725.00		\$3,044.50 <small>(BIDDER'S GROUP II TOTAL: \$3,045.00)</small>		\$8,725.00		
<b>GRAND TOTAL (GROUP I + GROUP II):</b>			\$268,972.50		\$148,284.50 <small>(BIDDER'S GRAND TOTAL [GROUP I + GROUP II]: \$148,285.00)</small>		\$131,675.00		
<b>PAYMENT TERMS:</b>			1% - 10 DAYS .5% - 20 DAYS 0% - 30 DAYS NET - 30 DAYS		2% - 10 DAYS 1% - 20 DAYS <small>(BIDDER DID NOT CHECK BOXES)</small>		0% - 30 DAYS		
<b>BIDDER AGREES TO ACCEPT PAYMENT BY PROCUREMENT CARD:</b>			YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>		YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>		YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>		
<b>BIDS SOLICITED: 14</b>			<b>BIDS RECEIVED: 15</b>			<b>BIDS LOCAL: 6</b>		<b>NO BIDS: 0</b>	

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APPROVED BY: EH

DATE: 2/14/11

HOV SERVICES  
ATTN: BOB RAYNER  
2601 E. YANDELL  
EL PASO, TX 79903

DATAEXPORT  
ATTN: BEATRIZ G. FERNANDEZ  
10950 PELLICANO DRIVE SUITE C4  
EL PASO, TX 79935

CASO INC.  
ATTN: CYNTHIA STANSBERRY  
3453 IH 35 N. SUITE 215  
SAN ANTONIO, TX 78219

READYONE INDUSTRIES  
ATTN: GEORGE BARNETT  
1414 ABILITY DRIVE  
EL PASO, TX 79936

DATAMARK INC.  
BUSINESS DEVELOPMENT DEPT.  
ATTN: JERRY R. SARABIA  
43 BUTTERFIELD TRAIL  
EL PASO, TX 79906

PROFESSIONAL DOCUMENT SYSTEMS  
ATTN: MATTHEW BOWMAN  
1414 COMMON DRIVE  
EL PASO, TX 79936

TELA TECHNOLOGIES  
ATTN: JAIME FLORES  
1205 W. LOOP NORTH  
SUITE 190  
HOUSTON, TX 77055

CINTAS DOCUMENT IMAGING  
ATTN: JOHN SCHWEPKER  
629 LAMBERT POINTE DRIVE  
HAZELWOOD, MO 63042

SUPERIOR GLACIER  
ATTN: BEN FRIEDMAN  
42 BROADWAY, 2<sup>ND</sup> FLOOR  
NEW YORK, NY 10004

THE COMMON SOURCE, LP  
ATTN: CHERYL TRABER  
14500 NORTH FREEWAY  
HOUSTON, TX 77090

IMAGE EXPRESS, INC.  
ATTN: RICK PECK  
10921 VALLEY VIEW RD.  
EDEN PRAIRIE, MN 55344

VIKING DATA SOLUTIONS  
ATTN: RAY SANDE  
202 WEST SUPERIOR ST., STE 507  
DULUTH, MN 55802

PROFESSIONAL DOCUMENT SYSTEM  
ATTN: MATT BOWMAN  
320 TEXAS AVENUE 3RD FLOOR  
EL PASO, TX 79901  
(FORWARDING TIME EXPIRED)

INSTREAM  
ATTN: CAROLYN ROGERS  
365 GREAT CIRCLE ROAD  
NASHVILLE, TN 37228-2066  
(NOT DELIVERABLE AS ADDRESSED)