

Reference: Request for Bid (RFB) No. V-19-004
Scanning Services
Subject: Questions¹ and Answers (Q&A)

Question(s) receipt date: April 23, 2019
Question(s) response date: April 24, 2019

Greetings,
We very much appreciate your interest.

Question No. 3

I just have a few more questions.

1. Are there any oversized documents bigger than 8 x 14/Plans?
2. Do you have small documents receipts?
3. Are the records all in files?
4. Can you tell me what fields would need to be captured?
5. Do you have lose paper?
6. Do you require OCR (optical character recognition)

Thank you!

Response to Question No. 3

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|--|-----------------------|
| 1. Are there any oversized documents bigger than 8 x 14/Plans? | → No |
| 2. Do you have small documents receipts? | → No |
| 3. Are the records all in files? | → Yes |
| 4. Can you tell me what fields would need to be captured? | → Five primary fields |
| 5. Do you have lose paper? | → No |
| 6. Do you require OCR (optical character recognition) | → No |

¹ Question(s) are displayed as received.