

**AMENDMENT NUMBER 1 TO THE
GENERAL SERVICES AGREEMENT BETWEEN
LAYTON DOCUMENT SYSTEMS, INC.
AND THE CITY OF ANN ARBOR
FOR RFP 18-20 DIGITAL SCANNING SERVICES FOR PERMITS, PLANS AND
PROJECTS**

The City of Ann Arbor, a Michigan municipal corporation, with offices at 301 E. Huron St. Ann Arbor, Michigan 48107-8647 (“City”) and Layton Document Systems, Inc., having its offices at 1303 Cumberland Creek Ter. SW. Marietta, GA 30008 (“Contractor”) agree to amend the General Services Agreement for RFP 18-20 Digital Scanning Services for Permits, Plans and Project, executed by the parties dated February 12, 2019 (“Agreement”) as follows:

- 1) Article V (“Compensation of Contractor”), Section A is deleted and replaced with the following.

“The Contractor shall be paid on the basis of the bid price, which is restated in Exhibit B. The total fee to be paid to the Contractor for the Services shall not exceed (\$249,213.44), unless authorized by the City Administrator in writing in accordance with relevant authorizing resolutions. This amount includes the original (\$165,658.36) and the additional (\$83,555.08) identified in the in the revised proposal. Payment shall be made monthly, unless another payment term is specified in Exhibit B, following receipt of invoices submitted by the Contractor, and approved by the Contract Administrator.”

- 2) Exhibit B (Compensation) shall be amended to include the below table as the bid price for additional work identified in the revised fee proposal.

Item #	LARGE FORMAT DOCUMENTS (CITY & VAULT) TOTAL 75,600 IMAGES	QUANTITY	UNIT	UNIT PRICE	TOTAL
	IMAGING and PROCESSING				
001.1	Digital images created by scanning large documents to 300 DPI searchable PDF format	77,000	image	\$0.49	\$37,730.00
001.2	Digital images created by scanning small documents to 300 DPI searchable PDF format	4600	image	\$0.03	\$138.00
002	Cropping, as needed	77,000	image	INCLUDED	\$0.00
003	Rotation, as needed	77,000	image	INCLUDED	\$0.00
004	Generate PDF files, bundled per document (Estimate)	3,350	document	\$0.10	\$335.00
	OUTPUT MEDIA				
005	Portable USB hard drives	1	device	\$159.00	\$159.00
	SHIPPING / DELIVERY				
006	Pick up and return delivery of original materials	0	round trip	\$0.00	\$0.00
007	Shipping output media	1	package	INCLUDED	\$0.00
	Data Indexing				

008	Document Indexing per bundle of document (Estimate)	6,700	document		\$0.18	\$1,206.00
	TOTAL					<u>\$39,568.00</u>
Item #	16MM MICROFICHE STORED AT CITY HALL	QUANTITY	UNIT		UNIT PRICE	TOTAL
	IMAGING and PROCESSING					
001	Digital images created by scanning documents to 300 DPI searchable PDF format (Estimate)	1,166,000	image		\$0.025	\$29,150.00
002	Cropping, as needed	1,166,000	image		INCLUDED	\$0.00
003	Rotation, as needed	1,166,000	image		INCLUDED	\$0.00
004	Generate PDF files, bundled per document (Estimate)	28,000	document		\$0.10	\$2,800.00
	OUTPUT MEDIA					
005	Portable USB hard drives	2	device		\$159.00	\$318.00
	SHIPPING / DELIVERY					
006	Pick up and return delivery of original materials	0	round trip		\$0.00	\$0.00
007	Shipping output media	1	package		INCLUDED	\$0.00
	Data Indexing					
008	Document Indexing per bundle of document (Estimate)	65,106	document		\$0.18	\$11,719.08
	TOTAL					<u>\$43,987.08</u>

All terms, conditions, and provisions of the Agreement, unless specifically amended above, shall apply to this Amendment and are made a part of this Amendment as though expressly rewritten, incorporated, and included herein.

This Amendment to the Agreement shall be binding on the Parties' heirs, successors, and assigns.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK; SIGNATURE PAGE FOLLOWS]

For Contractor

By _____
Its.

Date: _____

For City of Ann Arbor

Howard S. Lazarus, City Administrator

Derek L. Delacourt
Community Services, Service Area Administrator

Approved as to form and content

Stephen K. Postema, City Attorney

Christopher Taylor, Mayor

Jacqueline Beaudry, City Clerk

DATE: _____