



MEMORANDUM

Date: August 16, 2023
To: Deadwood Historic Preservation Commission
From: Mike Runge, City Archivist
Re: **Digitization of 16mm films from Collection 2023.01 – MacroVision Video Archive**

The City Archives is requesting permission to enter a contract with Buck Bito of Movette Film Transfer of 1407 Valencia Street, San Francisco, CA 94110 to digitize two (2) 16mm motion picture films from Collection 2023.01 - MacroVision Video Library.

As part of this contract, Movette Film Transfer will review and clean the films, repair (as needed) the splices in the films, transfer the film to archival reels provided by the City Archives, digitize the films and export the digital files to an external hard drive furnished by the City Archives. Photographs of the assemblage is attached to this memorandum. If awarded, this project will take five weeks to complete.

RECOMMENDATION:

Allow the City Archives to enter a contract with of Movette Film Transfer of 1407 Valencia Street, San Francisco, CA 94110 to digitize two (2) 16mm motion picture films from Collection 2023.01 - MacroVision Video Library. The cost for this project will not exceed \$2,000.00 and will come out the City Archives 2023 budget.

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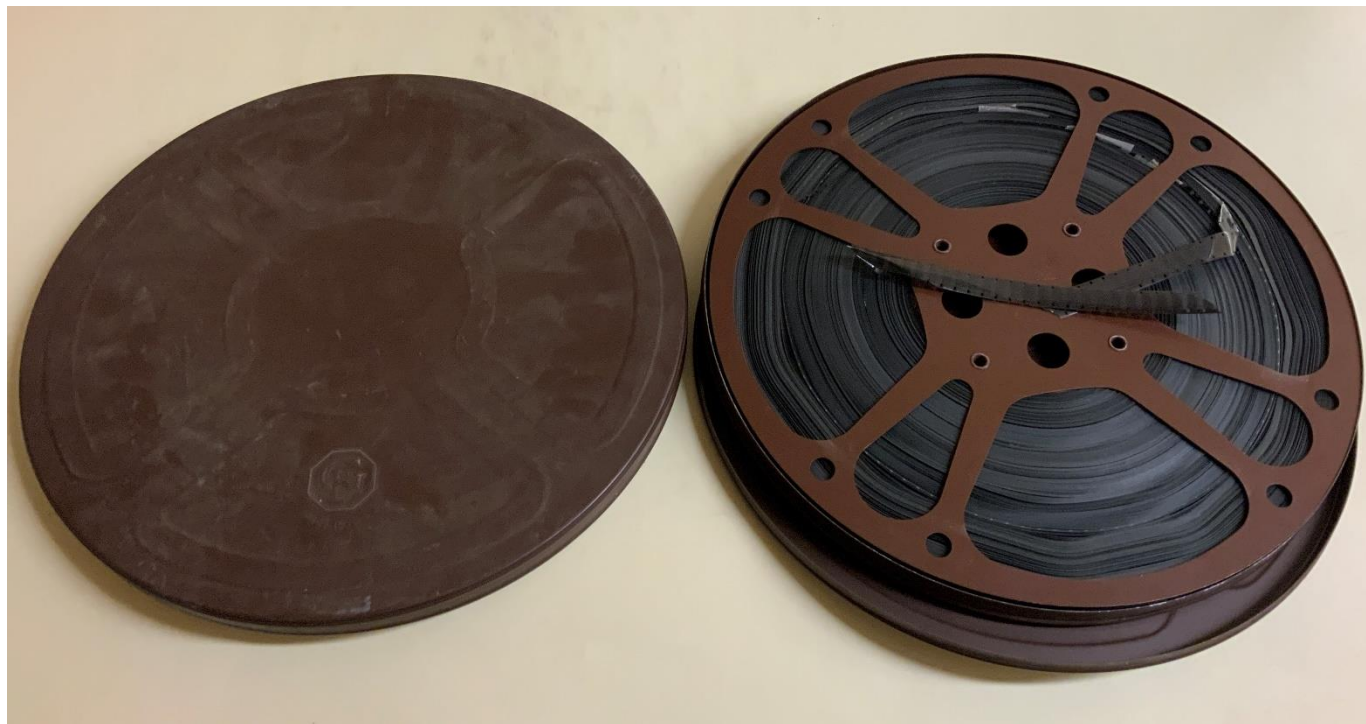


Image #01 overview of 16mm film from Collection 2023.01 – MacroVision Video Library.