

OFFICE OF
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MEMORANDUM

Date: April 27, 2023
To: Deadwood Historic Preservation Commission
From: Kevin Kuchenbecker, Historic Preservation Officer
Re: Replace failing large format scanner for City Archives

The City Archives would like to replace its large format scanner which was donated by the Lawrence County Register of Deeds in 2009. The scanner began to fail in the fall of 2022. This scanner has been used to digitize the City's collection of architectural plans, plat maps, historical maps, newspapers, advertisement posters, and oversized ephemera.

Staff researched which scanner would work best for the archives needs and based on the results are recommending purchasing the Contex IQ Quattro for a cost of \$7,700.00. Quotes have been attached for your review.

The Historic Preservation Commission reviewed this request at their April 26, 2023 meeting and recommend purchasing the Contex IQ Quattro from Large Document Solutions for an amount not to exceed \$7,700.00 including the trade of Colortrac Smart LF Cx40 SN: C2705117R with stand and GraphTEC CS600 SN: 5122390 with stand.

RECOMMENDATION:

Move to purchase the Contex IQ Quattro X4490 large format scanner from Large Document Solutions. The cost for this purchase will not exceed \$7,700.00. Funding for this purchase will come out of the 2023 Machinery/Equipment line item.