



Estimate of Conversion Costs

Project Name

Huerfano County Personnel/Payroll Files

March 27, 2023

Image Estimate	Total boxes (15")		22		
	Pages per box		3,000		
	Total pages		66,000		
	% double sided		-	%	
	Total images		66,000		
File Index Estimate	Images per record		25		
	Total records		2,640		
	Total indexes	Hand	5,280	2	File Name
	Repeating	-	-	TBD	
			# units	per unit	total
Cost Estimate	Box pickup and destruction	per box	22	\$ 18.00	\$ 396.00
	Document preparation	per image	66,000	0.01	660.00
	Scanning	per image	66,000	0.09	5,940.00
	Indexing	Hand	5,280	0.075	396.00
	OCR	per image	66,000	0.01	660.00
					<u>\$ 8,052.00</u>