

**Answers to Questions Submitted on RFP-00-0796  
By Scanning Vendors  
February 24, 2000**

The following questions were submitted by vendors bidding on RFP-00-0796. For ease of understanding, the Arkansas History Commission (AHC) has referenced the relevant RFP sections.

**Question 1 (in reference to Section 7.1 of RFP):** This section indicates no sharpening. Note that image-sharpening corrects for the optical blurring that occurs during scanning, and makes the image crisper and easier to read. Based on the samples we have seen, sharpening may indeed produce a better quality "more pleasing" image. When a combination of a linear filter and nonlinear clipping is used to effect the sharpening the sharpening produces the appearance of a higher resolution image than is present, so the utility of the image is greater. After much research, IBM is using a sharpening technique on the Vatican digital library. If sharpening is not performed on the archival file it can be performed on the display and/or access file before it is saved as a JPEG. Would you reconsider sharpening?

**Answer:** The AHC prefers to store the Archive file in an unsharpened form. At the time of use, the file can be sharpened in a manner appropriate to the specific application at that time. All of the other derivative files made from the Archive will be JPEG compressed about 12:1. Sharpening effects are often lost during compression. If a vendor would like to submit samples of the three derivative files that are both sharpened and compressed files that are superior to files that are only compressed, AHC will consider this in evaluating the technical capabilities of the vendor. The vendor should include in its bid, any cost increase to AHC for requesting this option.

**Question 2 (in reference to Section 7.2 of RFP):** Display file: No mention of watermarking is made under 7.2 display file. The introduction indicates the images will be hosted to the Web. Is watermarking required?

**Answer:** Files to be distributed on the Web will be small, low resolution, compressed files. AHC does not consider them to be of professional publication quality. However, if a vendor would like to submit a sample of the watermarked and compressed derivative files, AHC will consider this in evaluating the technical capabilities of the vendor? The vendor should include in its bid, any cost increase to AHC for requesting this option.

**Question 3 (in reference to Section 7.5 of RFP):** The delivery media in section 7.5 is CD-R. With this delivery media in excess of 300 CDs will be required for the Archival files. Can DVD format be considered?

**Answer:** At this time, AHC prefers that the delivery media be CD-R. AHC will be reimbursing the vendor for the delivery media.

**Question 4 (in reference to Section 7.1 of RFP):** At what dpi are you wanting your archive file? The true optical resolution of our scanner is 3150 dpi. At that dpi you scans at 4000 pixels (13.333 inches) would be extremely large (400+ megabytes). Our normal scanning is done at 300 dpi for prints or printing at 150 line screen at 400dpi for prints printing at 175-200 line screen.

**Answer:** The materials to be scanned for this RFP vary in size, but most of the materials are 2 1/4 roll film negatives. In addition, there are some prints smaller than 8x10 and a few 4x5 copy negatives. The AHC desires that delivered Archive files from whatever source contain approximately 4000 pixels along the long dimension of the image. Therefore a 2 1/4 negative (approximately 2.16 inches x 2.16 of usable image) would be scanned at approximately 1850 dpi. An 8x10 print with a 1/4 inch border, would be scanned at approximately 420 dpi.

**Question 5 (in reference to Section 8.2 of RFP):** In your request for proposal you mention "TIFF Viewers". We use Adobe PhotoShop which has the capability to capture all the header information that you might need. In the Windows version you can add file information to any format. If there are any other "viewers" that you have in mind, please let me know.

**Answer:** AHC desires to be able to read the contents of the image file headers. The vendor should suggest to AHC appropriate software for doing so. AHC will consider this in evaluating the technical capabilities of the vendor? The vendor should include in its bid, any cost increase to AHC for requesting this option.

**Question 6 (in reference to Section 2.6, 5.5, and 5.6 of RFP):** The default based on rework exceeding 1% seems a bit harsh especially in view of the subjective aspect of viewing images, especially negatives.

**Answer:** AHC desires that rework be held to a minimum to hold down the vendor's production costs and the prices paid by AHC.

Image files meeting the technical specifications for resolution and tonal rendering requested by AHC should assure that all of information content of the photographic artifact will be preserved and be assessable for historical research. Within the technical standards, a certain amount of subjective, esthetic adjustment to the tonal rendering of the image is possible when the scanning operator is skilled and experienced in digital imaging and traditional photographic printing. Photographic

labs serving the professional community routinely deliver esthetically pleasing images made from negative materials. For this project, all of the images will be grayscale, so interpretation of color will not be an issue.

AHC anticipates that subjective expectations on the part of the AHC and the vendor will be crystallized and defined during the pre-production *Testing and Calibration* period. A set of sample images addressing most of the problem photographic materials can be agreed to as a standard for image quality. During production, AHC expects that the vendor will communicate unanticipated problems to AHC for resolution before the delivery of the image files. Problem scans (resized and compressed as appropriate) can be mounted on a web page for AHC to examine remotely. AHC will issue prompt e-mail instructions. If the vendor is still concerned about a given image, AHC expects that the questionable image will be flagged by the vendor at the time of delivery to expedite review.

**While not an answer to a question, the following is posted for clarification to Section 3.3:**

The awarding of points for bid costs will be determined by the following formula:

The number of cost points awarded to a bidder will equal the total costs bid by the lowest bidder, a, divided by the total costs you bid, b, multiplied by the total evaluation points for cost, c. For example, if the lowest bid is \$10,000, your bid is \$12,000, you would be awarded  $10,000/12,000 \times 20$  points or 16.67 points, while the low bidder would be awarded the full 20 points. The effect of the formula is to insure that the lowest proposal receives the maximum number of cost points (20) and each of the other proposals receive proportionately fewer points based on proposed bid price.