

DuPage Animal Control Document Conversion Services Rabies Certification			
		Integrated Document Technologies, Inc. (IDT) 1009 W. Hawthorn Drive Itasca, IL 60143 Phone: (630) 875-1100 Fax: (630) 875-1101	
DuPage County Animal Control Meghan Reese / Laura Flaminio			
Prepared by: David Raboin, Senior Engagement Manager 1/28/26			
Rabies Certification Email Ingestion Modification			
QTY	DESCRIPTION	Per Image Fee	Ext. Price
TBD	Service Fee Description Backlog & day-forward Rabies Certificate Document Conversion Fees Per Single-Sided Image Fee 14 Day SLA Monthly Report with Scan/Import date VS Completed Date with Monthly Bill Email Import License IoT Smart Connect Scanning <i>Locked in price for 2 year 3/1/2026 - 2/28/2028</i>	\$0.125 \$0.015 No Cost	TBD TBD No Cost
1	Professional Service to Configure and Set up Email Ingestion One Time Fee for IDT to work with Animal Control Employees and DuPage IT to configure Email Import Includes a UAT Session to ensure set up meets Animal Control needs and Training.	Unit Price \$2,500.00	Total Price \$2,500.00
Assumptions: DuPage IT will provide OAuth 2.0 access to email box to allow automatic ingestion of emails.			
Total Per Single Page Document Cost:			\$0.14
Total Professional Services:			\$2,500.00
Document Conversion Services Details			
Services Summary: Includes physical labor, facilities, temporary secure document storage, scanning equipment, capture software & connectivity to DuPage County's existing OnBase System. Since IDT currently supports DuPage County's OnBase system, all connectivity support and problem resolution is included. IDT provides turn-key document conversion services including: QA, image optimization, indexing and direct document export into Animal Control's existing OnBase system.			
Image Enhancement: IDT will utilize our in-house DCSU software technology to perform image clean-up and image enhancement to minimize artifacts and maximize the clarity and readability of image.			
Visual Image Quality Control: IDT will perform a visual review of scanned image quality to ensure proper image orientation, proper contrast, clarity and readability.			
Document Indexing: IDT will index each certificate using our in-house DCSU Capture software. This project is scoped to include a maximum of 6 index field values for each document/certificate. IDT's staff will key the following fields: Tag #, Owner Name, City, Address, Pet Name, and Microchip Number. Additional index fields will be subject to higher per image fee.			
Routine Image Export: IDT will provide a process to securely upload the digital images and associated meta-data on a routine basis into the Animal Control's OnBase application. IDT will utilize the "send-to-OnBase" functionality to do routine exports and ensure DuPage County has the quickest possible access to recently imaged documents in OnBase.			
General Assumptions Document Conversion Services Pricing Schedule (March 1, 2026 - February 28, 2028) Integrated Document Technologies 1009 Hawthorn Drive Itasca, IL 60143 This proposal is based on the documented requirements in this proposal. Should any assumptions be incorrect, please notify IDT immediately as it may impact the accuracy of this proposal. All document Conversion Services will be performed at IDT's facility in Itasca, IL during Standard Business Hours Mon - Fri 8am-5pm CT.			
Document Conversion Services Details IDT will not maintain any copies of the digitized vaccination certificates.			
Terms: Professional Services are net 30 terms unless otherwise indicated.			
IDT will invoice above Services on a monthly basis based on the total number of certificates scanned and indexed.			
Milestone #1: \$1,500.00 Professional Service Due at signing of quote Milestone #2: \$ 1,000.00 Professional Service Due at Release from Go-Live			
Total : \$2,500.00			
<i>Please note: IDT reserves the right to bill some/all portions of any milestone before project completion should the customer delay for more than 30 days.</i>			
Signature on File DuPage County Animal Control Authorized Signature and PO# (if applicable)		1-29-2026 Date	