

## **Amendment No. 2 to Exhibit A:**

**OnBase Software Maintenance,  
Production Document Scanner Maintenance,  
Scanner Inventory,  
Project Management and  
Professional Services**

**Provided by:**

**DataBank IMX, LLC.**

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## **Confidentiality Statement**

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## **Natividad/DataBank Partnership**

DataBank has worked with NMC for many years. DataBank is an authorized reseller of OnBase Software, Kodak Document Scanners and Fujitsu Document Scanners. NMC contracted with DataBank to implement an enterprise (hospital wide) document management system that allows NMC to work towards becoming a “paperless” work environment resulting in reduced amounts of paper generated, reduced amounts of paper stored and the costs associated. In addition, NMC will have the ability to locate documents faster when needed yet again reducing the overall labor costs associated with maintaining paper records.

The document management initiative is approximately fifty percent (50%) complete. The project is estimated to be completed by mid-year 2014.

The OnBase solution is comprised of module software that allows NMC to roll out electronic document management to departments as needed. In conjunction with the OnBase software, production document scanners are needed to convert each page into a digital file for storage, retrieval and tracking within the OnBase system. Unlike desktop scanners that can be purchased in retail stores the scanners provided by DataBank are manufactured for scanning high volumes of pages rather than one or two documents. These scanners offer a larger automated document feeder, faster scanning throughputs, higher quality image capture, image correction, etc.

Both OnBase software and production document scanners require maintenance contracts. The maintenance contracts allow NMC access to technical support, onsite support (when necessary), free upgrades to software and access to user forums and knowledge bases.

DataBank provides the project management and professional services (design, set up, testing and training) associated with the implementation and ongoing support of the system. Our personnel are certified on all software and scanners to insure a complete and properly installed system. DataBank is the first line of support for any technical issues that may arise or for any new functionality desired by NMC users. DataBank can rely on all of the manufacturers for support if needed.

## NMC's OnBase System Description & Maintenance Pricing Detail

The OnBase system designed, programmed and installed for NMC allows all appropriate NMC departments the ability to scan, archive and store electronic documents. The Records & Retention Department manages the scanning and archival process. The OnBase system is set up for different functionality based on departmental needs. For example, some documents may be text searchable. The OnBase system has the following functionality (listed in alphabetical order):

MODULES	PRODUCT DESCRIPTION
Batch OCR (Processing)	allows for text searchability of documents – makes finding a document faster
Client License – Log in access (Concurrent, Named or Workstation) (Document Management)	User licenses – allows protected and monitored access to the system for all users.
Document Import Processor (Processing)	Imports documents (scanned or other) and their respective index information into OnBase.
Document Retention (Document Management)	Tracks document storage requirements by date and document type.
Multi-User Server (Document Management)	Core OnBase software.
Physical Records Management (Document Management)	Tracks location physical records.
Production Document Imaging (Scanning)	Scanning software
Web Server (Access)	Enables secure access over the internet for only those users granted web access.
Workflow Licenses (Named & Workstation) (Processing)	Allows electronic document routing through a configurable work process.

### OnBase Software Maintenance - Term July 1, 2012 - December 31, 2014

Document Management Core Software Maintenance:	\$49,931.50
Processing Software Maintenance:	\$ 5,203.13
Scanning Software Maintenance:	\$24,235.00
Web Server Software Maintenance:	\$ 5,550.00
<b>Total Due through 12/31/14:</b>	<b>\$84,919.63</b>
<b>Total Previously Paid:</b>	<b><u>\$77,779.84</u></b>
<b>Total Amendment #2 – Software Maintenance:</b>	<b>\$ 7,139.79</b>

<b>Scanner Inventory &amp; Hardware Maintenance Detail</b>
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All scanners listed below were previously purchased and paid for by NMC on “supply” purchase orders. No amount of this Amendment #2 is needed for the purchase of these scanners. This section is included for inventory purposes only.

<b>Scanner Maintenance</b>	<b>Qty.</b>	<b>Serial #(s)</b>	<b>Department(s)</b>
Fujitsu 6130 Scanner	10	319085 319048 319010 319009 319006 319005 319004 318480 318465 318367	Various Admin. Areas
Kodak Truper 3610 Scanner	1	B7513RE1258	Business Office
Kodak i660 Scanner	4	12743903 12743484 12743477 12743470	Health Info. Management Health Info. Management Health Info. Management Health Info. Management
Kodak i4600 Scanner	2	46384214 46384212	Records & Retention Records & Retention
Kodak i4600 Scanner	1	46385060	Records & Retention
Kodak i1440 Scanner	2	45676498 45676501	Records & Retention Records & Retention - Continuous Scanner feature for scanning Fetal Monitor Strips



## **Project Management Description for Records & Retention Department & Pricing Detail**

Project Management includes but is not limited to:

- Onsite space planning
- Department set up
- Process flow design, implementation, testing and training
- Box storage methodology
- Department policy and procedures documentation
- Department Best Practices deployment and documentation
- Operator training
- Department maintenance training and documentation
- Equipment maintenance training and documentation
- Department growth planning

### **Project Management Pricing Detail**

**Amendment #2 Services to be rendered between July 1, 2012 and December 31, 2014**

**Total Amendment #2 Project Management Services not to exceed 35 days: \$65,450.00**

**Daily onsite rate of \$1,870 per day or hourly onsite rate of \$233.75 per hour (billed at a minimum of 4 hours).**

## **Professional Services Description for various NMC Departments & Pricing Detail**

Professional Services includes but are not limited to:

- Departmental discovery sessions to document and learn business processes and desired outcome for OnBase implementation
- Departmental planning
- Documentation and execution planning for OnBase within the department
- Project coordination
- System design
- Software configuration
- Process testing
- Software configuration changes
- Scanner installation, set up and testing (with assistance from NMC)
- Hardware recommendations & requirements
- System requirements
- Storage planning

### **Professional Services Pricing Detail**

**Amendment #2 Services to be rendered between July 1, 2012 and December 31, 2014**

**Total Amendment #2 Project Management Services not to exceed 540 hours for up to 23 departments: \$101,250.00**

**Hourly rate of \$187.50 per hour.**



## Amendment#2 Pricing Summary

<u>Description</u>	<u>Amount</u>	<u>Tax Rate 7.75%</u>	<u>Amount Due</u>
Software Maintenance - Outstanding	\$ 7,139.79	Included below	\$ 7,139.79
Hardware Maintenance - Outstanding	\$ 46,944.72	Not Taxable	\$46,944.72
Hardware Maintenance - New	\$ 11,203.51	Not Taxable	\$ 0.00
Project Management	\$ 65,450.00	Not Taxable	\$ 0.00
Professional Services	\$101,250.00	Not Taxable	\$ 0.00

<b><u>Amendment #2 Services Total:</u></b>	<b><u>\$231,988.02</u></b>
<u>Sales Tax - Outstanding</u>	<u>\$ 6,410.19</u>
<u>Sub Total:</u>	<u>\$238,398.31</u>

Adjustment to previous Board of  
Supervisors approved Amount \$ 32,318.15

**Total Board of Supervisors  
Approved Amount Request  
For Amendment #2 \$270,716.36**