

DANE COUNTY

CAPITAL PROJECTS/EQUIPMENT DETAIL SHEET

1. AGENCY REGISTER OF DEEDS	2. ORGANIZATION	3. COMPLETED BY KRISTI CHLEBOWSKI	4. PHONE 267-8814
5. PROJECT TITLE: BACK SCANNING OF RECORDS (from Microfilm)		6. PROJECT NO. 08-180-02	
7. PROJECT/EQUIPMENT DESCRIPTION: (INCLUDE USEFUL LIFE FOR EQUIPMENT) Currently the Register of Deeds Office uses fiche and reel machines to access older records in the land records. These machines are very costly to the county to purchase and maintain. The fiche and reels themselves are getting older and the images of the documents are getting worn and deteriorating. This project would allow the land records to be fully accessible by the computer by scanning the recorded documents from 1849 to 1991. PLUS DISK STORAGE COSTS		8. PROJECT TIMING	
		ARCHITECTURAL SERVICES	ESTIMATED DATE BEGIN
		PLANNING & DESIGN	ESTIMATED DATE END
		PROPERTY ACQUISITION	
		DEMOLITION & SITE PREPARATION	
		CONSTRUCTION MANAGEMENT SERVICES	
		CONSTRUCTION	
		TELECOMMUNICATIONS	
		OFFICE FURNITURE/EQUIPMENT	
E.D.P. EQUIPMENT	Jan, 2008		
PROJECT OPENING	Dec, 2008		
CAPITAL EQUIPMENT ACQUISITION			
9. PROJECT JUSTIFICATION: The Register of Deeds Office currently has 4 fiche machines that need to be replaced next year if this project does not pass. To purchase new machines will cost \$50,000 (not including the \$4,000 annually for maintenance). Madison Title Plant is willing to share in the cost of the back scanning project. Also, this will allow our Laredo customers access to these records by internet which will generate more revenue.	LOCATION:		

