



DENNIS MEMORIAL  
DENNIS PUBLIC  
JACOB SEARS  
SOUTH DENNIS  
WEST DENNIS

**THE DENNIS  
LIBRARIES**  
Sharing Resources

**Dennis Public Library** 5 Hall Street, Dennisport, MA 02639 . 508-760-6219 www.dennispubliclibrary.org

May 5, 2017

Dear Members of the Community Preservation Committee,

Thank you so much for giving us the opportunities to both meet with you and to apply for Dennis Community Preservation Funds. Perhaps you could tell during the meeting on April 20<sup>th</sup> how excited Ruth Derick, Lucy Loomis, and I are over this project titled, "History Revealed: Digitization of the *Register* and *Barnstable Patriot* Newspapers."

If our Digitization Committee can provide any additional information during your review process, please let me know. I can be reached by email: [ccullen@town.dennis.ma.us](mailto:ccullen@town.dennis.ma.us) or phone 508-760-6219 (daytime) or 508-457-8247 (evening).

We look forward to meeting with you again to discuss details of this project, which we truly believe will be an asset to the Dennis community. Thank you for your time and consideration.

Sincerely,

Cynthia Cullen



APPLICATION FOR DENNIS COMMUNITY PRESERVATION FUNDS CALENDAR YEAR 2017  
*Register and Patriot Digitization*

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**SYNOPSIS**

**1. Project Title:**

*History Revealed: Digitization of the Register and Barnstable Patriot Newspapers*

**2. Organization Name:**

Dennis Public Library in collaboration with the Dennis libraries, the Yarmouth libraries, and Sturgis Library in Barnstable Village.

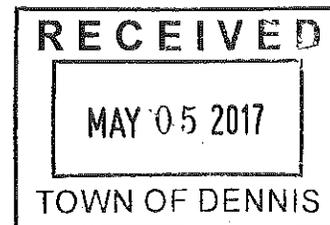
*JMS*

**3. Amount Requested from CPA funds:**

\$78,024

**4. Purpose:**

Historic Preservation



*@11.16*

**5. Project site(s)/location:**

Not applicable. The digital newspaper archive will be made available online through links on the websites of the five Dennis libraries, as well as through historical societies, the libraries in Yarmouth and Barnstable, and other organizations.

**6. Synopsis of Project.**

Local newspapers are treasure troves of information for researchers, students, authors, genealogists, historians, and others needing access to historical information. They not only provide the news of the day, but social and cultural news, genealogical information and vital records, real estate transactions, advertisements for and articles about local businesses, shipping news, crime reporting, activities in town and county government, political editorials that give a firsthand glimpse into popular opinions of the day, school news, sports, and much more. In the 20<sup>th</sup> century photographs were published more frequently, longer obituaries were featured, and professional journalists began writing for the papers, thereby elevating the level of the articles and the quality of the editorials.

For researchers, access to historical local newspapers has been limited by geography and format. Back issues of the *Register* newspaper have only been available on microfilm for use in the Yarmouth Port Library, and until very recently, the same was true for the *Barnstable Patriot* at Sturgis Library. Existing paper copies of the newspapers are brittle and cumbersome, and are often in storage and not available for use by the public.

Nine years ago the Sturgis Library in Barnstable Village digitized and indexed the first 100 years of the *Barnstable Patriot* newspaper from 1830 to 1930. The *Patriot* is the 7<sup>th</sup> oldest newspaper in the United States, and was first published by Sylvanus Phinney and later Franklin Goss. For those 100 years the *Patriot* covered Cape-wide, regional, and national news with a special focus on Barnstable.

Following only six years later in 1836, The *Register* was established, and it too covered Cape-Wide news, regional stories, and national issues. Its special focus was on Dennis, Yarmouth, and later Barnstable. In the 19<sup>th</sup> and early 20<sup>th</sup> centuries, the two papers often offered varying political opinions and editorial points of view. The papers complement each other and provide a full balance of early Cape Cod news and history.

APPLICATION FOR DENNIS COMMUNITY PRESERVATION FUNDS CALENDAR YEAR 2017  
*Register and Patriot Digitization*

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In the fall of 2016 a coalition of representatives from Cape Cod libraries, historical societies, genealogical societies, and current and past editors of both the *Barnstable Patriot* and the *Register* joined together to plan for and facilitate the digitization of all past issues of the *Register* newspaper from 1836 to date, and the remaining issues of the *Barnstable Patriot* from 1931 to date.

The digital archive, which will be created using Olive Software, will be fully keyword searchable, with powerful advanced searching capabilities. Olive Software created the *Patriot* digital archive for Sturgis Library, and also hosts the archive and provides responsive technical support and regular software upgrades. They are one of the leading newspaper digitization firms in the country, and also created similar newspaper archives for Provincetown, Nantucket, Falmouth, and other local libraries.

The digital archive of the *Register* and *Patriot* will be available for searching through an online link at no charge to the user. Users will be able to access it from their home computer or from their mobile devices anywhere in the world. They will be able to print or save articles, email them to themselves, and share them on social media.

For an example of the current Barnstable Patriot digital archive, please see Sturgis Library's link:  
<http://digital.olivesoftware.com/Olive/APA/Sturgis>

APPLICANT INFORMATION

**7. Project Title:** *History Revealed: Digitization of the Register and Barnstable Patriot Newspapers*

**8. Organization Name:** Dennis Public Library

**9. Address (street and post office box), Telephone, Fax, E-mail, Website:**

5 Hall Street, Dennis Port, MA 02639

Phone 508-760-6219

FAX 508-760-6101

[www.dennispubliclibrary.org](http://www.dennispubliclibrary.org)

[den\\_mail@clamsnet.org](mailto:den_mail@clamsnet.org)

**10. Federal Tax Identification Number:**

Dennis Public Library is a department of the Town of Dennis, and therefore does not have its own federal tax identification number.

**11. Primary Contact Person(s) & Secondary Person (titles, telephone numbers, and e-mail addresses):**

Cindy Cullen, Director

Phone 508-760-6219

FAX 508-760-6101

[ccullen@clamsnet.org](mailto:ccullen@clamsnet.org)

Julienne Remie, Principal Department Assistant for Dennis Public Library

Phone 508-760-6219

FAX 508-760-6101

Email: [jremie@clamsnet.org](mailto:jremie@clamsnet.org)

## APPLICANT BACKGROUND

### 12. Brief applicant history

Dennis Public Library is department of the Town of Dennis and part of the Dennis Library System, which includes four private village libraries: Dennis Memorial, Jacob Sears Memorial Library, South Dennis Free Public Library, and West Dennis Library. The mission of the Dennis Libraries is to "provide current topics and titles, general information and common gathering places for Dennis citizens and visitors."

The history of the Dennis Public Library begins in 1995. During that year the Town Library Board became operative to "make recommendations to the Board of Selectmen to provide all the residents of the Town of Dennis with modern, comprehensive, and readily accessible library and information services." The eventual goal was for all Dennis libraries to participate in the Cape-wide CLAMS system.

Towards this intention, the Town hired Margaret Hill as the first townwide librarian in 1996. She worked with the four village libraries to create a townwide system and accomplish its objectives. Her first headquarters were in the Town Plaza on Route 134. Residents started dropping off donations, and soon the facility loaned out Children's books. The results were so successful that in 1997 the Town agreed to hire a part-time Children's Librarian. That same year Ms. Hill applied for her state certification, and the Massachusetts Board of Library Commissioners certified the Town of Dennis for 1998. With certification in place, Dennis joined the CLAMS system in 1999. Ms. Hill and books moved to a storefront on Main Street in Dennis Port as the "Dennis Public Library." in 2002 the Town voted to use Town Property on Hall Street for a permanent library building. With the help of many dedicated supporters and library lovers, the beautiful new facility opened for patrons in 2005.

Cynthia Cullen's tenure with the Dennis Public Library began in 2008 as the Adult Services Librarian. She became the Assistant Director in 2012 and the Director in June 2016. Before becoming Director, she spent a great deal of time meeting the public and getting to know the community, both through programming and individual patron assistance. Upon becoming Director, her perspective became more all-encompassing, but because of her past experience, she has a good handle on what the public wants and will utilize. She currently conducts a lot of analysis on the services and products that the Library offers, making purchasing decisions. Dennis Public Library has a wonderful selection of materials, both electronic and traditional, and they present educational and entertaining programs for adults and children. Last year they registered over 100,000 visits to Dennis Public Library. When the opportunity arose to add a historic and digitized *Register* newspaper to the offerings of all of the Dennis libraries, Cindy jumped at the chance. The newspaper's ties to the local Dennis community are important. Some of Dennis Public Library's own history is documented in its pages. The Cape Cod Genealogical Society also has its Research Room at Dennis Public Library, so the project is particularly well suited for them. There is no doubt that genealogists and historical researchers from many locations will find a digitized, historic *Register* and expanded *Barnstable Patriot* holdings to be a tremendous asset.

APPLICATION FOR DENNIS COMMUNITY PRESERVATION FUNDS CALENDAR YEAR 2017  
*Register and Patriot Digitization*

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**13. Names of governing board, trustees or directors**

The Town of Dennis has a Library Board whose members are appointed by the Board of Selectmen. The Library Board is comprised of representatives for all five Dennis libraries and works for the good of the Library system. The Board consists of:

- Kate Byron, Chair
- Carol Tarala, Secretary
- Patricia O'Donnell, Dennis Memorial Library Representative
- Anne Aboody, South Dennis Library Representative
- Lewis Taylor, Dennis Public Library Representative
- Jamie Forster, West Dennis Library Representative
- Betsy Waters Harrison, East Dennis Library Representative
- Walter Phinney, Member at Large
- Susan Kelley, Member at Large

**14. Summary of comparable projects completed**

The Dennis Public Library has not undertaken a project like this in the past. They will be working directly with project consultant Lucy Loomis, the Director of Sturgis Library, who will provide leadership and guidance as the project progresses. Lucy was the lead staff member on the earlier Barnstable Patriot Digitization Project from inception to completion, and she continues to oversee the digital archive. Olive Software will provide the digitization services, and Dennis Public Library will have the full support of the members of the collaborative team, including the Dennis libraries, historical societies, the Cape Cod Genealogical Society, and the libraries, historical societies, and genealogical societies of Barnstable and Yarmouth.

**PROJECT INFORMATION**

**15. Project Concept**

Working with Olive Software and partnering with South Yarmouth Library and Sturgis Library as lead libraries from Yarmouth and Barnstable, Dennis Public Library will digitize and provide online access to the *Register* newspaper from 1836 to present, and complete the digitization of the *Barnstable Patriot* newspaper by digitizing the years 1931 to present. The Patriot has already been digitized from 1830 to 1930.

**16. Project Goals / Objectives**

- To digitize and provide a searchable, flexible online archive to the *Register* newspaper from 1836 to present and the *Barnstable Patriot* newspaper from 1931 to present.
- To provide users with training on the newspaper archive to researchers, students, genealogists, and others.
- To promote the newspaper archive and make researchers aware of the depth of information that will be available to them through this important resource.
- To sustain this effort by continuing to digitize the newspapers on an annual basis.

**17. Describe any legal issues, ramifications, impediments about this project, if any.**

There are none that we are aware of. Representatives from the Register and Patriot were present at our meetings and have embraced the project whole-heartedly, and Sturgis Library had previously obtained

APPLICATION FOR DENNIS COMMUNITY PRESERVATION FUNDS CALENDAR YEAR 2017  
*Register and Patriot Digitization*

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permission from the *Patriot* publisher for the 1830-1930 archive and any additional digitization that would come afterwards.

**18. Describe how this Project accomplishes the goals and objectives of the CPA**

The project accomplishes the following goals and objectives of the CPA, which are highlighted in bold type:

- The project's main objective is the **preservation of historical resources**. Both the microfilm and print newspaper formats make accessing the information in them difficult, and both formats are subject to deterioration. By making the two newspapers accessible through a keyword searchable digital archive, the information becomes accessible and permanent.
- The project **benefits the Town of Dennis and its residents** since the digital archive will be available at no charge to any Dennis resident or other user.
- The project **produces an advantageous cost/benefit value** and **utilizes multiple sources of funding** since funding is being sought from Barnstable and Yarmouth as well as Dennis.
- The project **meets multiple needs and serves multiple populations** since the digital archive will be of interest to researchers, students, authors, historians, genealogists, town officials, lifelong learners, and more.
- The project **protects, preserves, and enhances resources of historical significance** since the *Register* and *Patriot* are both important historical newspapers which tell the story of early America and Cape Cod and its place in the world in the 19<sup>th</sup>, 20<sup>th</sup> and 21<sup>st</sup> centuries.
- The project **identifies, preserves and enhances the heritage of the Town of Dennis** since much of the content of the newspapers has not been explored in depth due to lack of access. With keyword searching comes the ability to discover lost history and the enhancement of our knowledge of the early history of the towns that the newspaper covered.
- The project **optimizes the use and enjoyment of the Town's historic resources by residents and visitors** since researchers won't have to travel to the libraries to search the microfilm copies of the newspapers. The content of the newspapers will be searchable from an online link at no charge, can be saved and shared, and can be accessed anywhere in the world.

**19. Describe how this Project is relevant to the current and future needs of Dennis**

As stated above, this project benefits all Dennis residents, from elementary school-aged to senior citizens. Every person will have free and equal access to the digitized newspapers that help inform and engage them, at no charge and with worldwide access. This is not simply a static archive that will age gracefully, but will be always up to date as each year's digitized issues are added to the database.

**20. Describe how this Project relates to the Dennis Local Comprehensive Plan**

In the final section of the Dennis Local Comprehensive plan, the authors state the following:  
***Historic Preservation is about civic pride and Dennis, still essentially a small rural town, is filled with treasures. In earlier years, Capt. John Sears produced the first salt by solar evaporation in the colonies. Asa Shiverick's three sons built eight magnificent clipper ships along the edge of Sesuit Creek that would grace harbors throughout the world. The first cranberry cultivation in America took place in Dennis. Liberty Hall is located at the crossroads of one of the "most perfectly preserved 19th century intersections" in New England, according to the Massachusetts Historical Society. The sea captains' village in South Dennis and historic structures elsewhere in Dennis mirror Cape Cod's history as a place anchored by the sea.***

APPLICATION FOR DENNIS COMMUNITY PRESERVATION FUNDS CALENDAR YEAR 2017  
*Register and Patriot Digitization*

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What the plan neglected to say was that it would be impossible to research these treasures without access to archival materials and historic newspapers which document the past and are the primary resources we use to discover more about our history. We would argue that the documentation itself – the newspaper articles and photographs – are a piece of that treasure, and therefore their preservation is also essential.

**PROJECT IMPLEMENTATION & BUDGET**

**21. Total CPA Funding Request:**

\$78,024

**22. A Financial Plan, which must include a line item project budget**

**Projected Income**

\$78,024 from the Barnstable Community Preservation Committee (application in process)

\$78,024 from the Dennis Community Preservation Committee (this application)

\$78,025 from the Yarmouth Community Preservation Committee (application in process)

**\$234,073 TOTAL INCOME**

**Expenses**

\$172,473 for scanning, segmentation, and setup costs for the Register from 1836 to 2017 and Patriot from 1931 to 2017

\$21,600 for 3 years viewing/hosting (\$7,200 per year x 3)

\$15,000 for the cost of making silver negative copies of the microfilm

\$15,000 for staffing costs, publicity, training, printing, postage, shipping, and supplies

\$10,000 contingency to cover any discrepancies in page counts or the need to rescan any newspapers

**\$234,073 TOTAL PROJECT COSTS**

**23. Evidence of interest from potential lenders**

We have discussed this project with both the Barnstable and Yarmouth Community Preservation Committees, and have been encouraged to apply during their grant rounds. Barnstable has an open application process and applications are encouraged at any time; Yarmouth's grant deadline is September of 2017.

**24. List of funding source(s), include private/public/in-kind**

Barnstable CPC \$78,024 (In application stage)

Yarmouth CPC \$78,025 (In application stage)

APPLICATION FOR DENNIS COMMUNITY PRESERVATION FUNDS CALENDAR YEAR 2017  
*Register and Patriot Digitization*

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**SUPPORT DOCUMENTS**

**26. Letters of support from community organizations or other such sources (no more than five)**

The following letters of support are appended to this application:

- Wilkens Library at Cape Cod Community College
- The seven Village libraries of Barnstable
- Yarmouth Port Library
- Historical Society of Old Yarmouth
- Historical Society of Santuit and Cotuit

In addition, we received letters of support from Snow Library in Orleans, Eastham Public Library, Brewster Ladies Library, Marstons Mills Historical Society, Tales of Cape Cod, and the Barnstable Historical Society.

**27. References (no more than three) for Olive Software**

**Nantucket Library – Nantucket MA**

This project completed in 2012, where Olive has digitized over 130,000 pages for this Public Library on Nantucket Island. It includes more than 20 newspaper titles dating back to 1821, including the Nantucket Athenaeum.

Archive Link - <http://digital.olivesoftware.com/Olive/APA/Nantucket/default.aspx>

Contact – Lincoln Thurber (508) 228-1110 [lthurber@nantucketatheneum.org](mailto:lthurber@nantucketatheneum.org)

**Falmouth Public Library – Falmouth MA**

An Olive customer since 2013, this collection of approximately 80,000 pages includes the Falmouth Enterprise Newspaper from 1896-1962 and includes the Town Reports – from 1873-1962

Archive Link - <http://digital.olivesoftware.com/Olive/APA/Falmouth/default.aspx>

Contact – Linda Collins (508) 457-2555 [LCollins@falmouthpubliclibrary.org](mailto:LCollins@falmouthpubliclibrary.org)

**Quincy Public Library – Quincy IL**

An Olive customer since 2006, the Quincy Public Library has digitized 180,000 pages for 8 newspapers in the years 1835 through approximately 1919. Archive Link -

<http://www.archive.quincylibrary.org/Olive/APA/QPL/default.aspx>

Contact – Nancy Dolan (227) 223 -1309 – [Ndolan@quincylibrary.org](mailto:Ndolan@quincylibrary.org)

**28. Other relevant materials specific to the Project**

Olive Software proposal appended

**29. Copy of most recent US Income Tax Form 990, where appropriate**

N/A – the Dennis Public Library is a department of the Town of Dennis

**30. Certificate of Non-Collusion**

Olive Software Certificate of Non-Collusion appended



Frank and Maureen Wilkens Library  
Office of the Dean of Teaching & Learning Resources & Technology

Phone: 508.362.2131 x4618 Fax: 508.375.4020  
E-mail: [jfraser@capecod.edu](mailto:jfraser@capecod.edu)

Community Preservation Committee  
685 Route 134  
South Dennis MA 02660

April 27, 2017

To Whom It May Concern:

This letter is written in support of the Dennis Public Library's application for funding to digitize *The Register* newspaper and the *Barnstable Patriot*.

Cape Cod Community College and the Wilkens Library, including the William Brewster Nickerson Cape Cod History Archives, enthusiastically endorse the importance of digitizing both *The Register* and the *Barnstable Patriot* newspapers. Both publications contain records of events and the diverse culture of Cape Cod that cannot be found elsewhere. Students as well as faculty and staff of the College will benefit from the digitization project. Writers and journalists from around the world come to Cape Cod to research the historical events that were covered by these publications.

As a longtime resident of Cape Cod and librarian at Cape Cod Community College, I can assure you of the importance of *The Register* and the *Barnstable Patriot* newspapers to Cape Cod and the greater community of scholars. The publications are tangible links to the history of the United States. Digitization will make the newspapers accessible to all.

I commend the libraries for not only looking to Cape Cod's past but also looking to the future by digitizing these important newspapers. I hope you will support their request. Please do not hesitate to contact me if you have any questions.

Best regards,

Jeanmarie Fraser  
Dean of Teaching & Learning Resources & Technology

Community Preservation Committee  
685 Route 134  
South Dennis MA 02660

May 2, 2017

To whom it may concern:

It is with great pleasure that we, the Directors of the Village Libraries in Barnstable, write to support the project being undertaken by our sister library, the Sturgis Library, in partnership with the Dennis libraries, the Yarmouth libraries, and the historical societies in those towns to digitize the Register newspaper from 1836 to date and the Barnstable Patriot from 1931 to date. We are very grateful that they have already digitized the Patriot for the years spanning 1830-1930 and are enthusiastically awaiting the completion of this historic endeavor.

The Patriot and the Register are Cape Cod institutions -- these papers are invaluable to researchers, genealogists, students, and the simply curious.

To have these digital archives fully keyword searchable and with powerful advanced searching capabilities available to our patrons will be a tremendous resource for everyone - not just those able to physically go to the aforementioned organizations.

Thank you for your consideration of their grant application.

Sincerely,

Antonia Stephens, Director, Cotuit Public Library

Stacie Hevener, Director, Marstons Mills Public Library

Cyndy Cotton, Director, Osterville Village Library

Victoria Allard, Director, Whelden Memorial Library, West Barnstable

Carol Saunders, Director, Hyannis Public Library

Anita Bennett, Director, Centerville Public Library

Lucy Loomis, Director, Sturgis Library, Barnstable Village



THE HISTORICAL SOCIETY  
OF SANTUIT & COTUIT

Community Preservation Committee  
685 Route 134  
South Dennis MA 02660

April 25, 2017

To whom it may concern:

Thank you for the opportunity to express my support and enthusiasm for the digitization project involving Cape Cod's preeminent newspapers, *The Patriot* and *The Register*. As a professional researcher and writer of many decades, I have all too vivid memories of old fashioned microfilm and mimeograph machines. Those were the tools of the trade; working with them was laborious. What an amazing time we live in now, with technology that enables us to tap into these *papers of record*, harvesting the wealth of cultural, political, scientific and historical data, collectively known as our past, *all* at the push of a button!

My experience over the past few years with the technology provided by *Olive Software*, has been a game-changer in terms of my speed, accuracy and even creativity in research and retrieval of otherwise obscured information. The same could be true for countless students, teachers, media producers, editors, genealogist, researchers and writers around the globe! This digitization project will put Cape Cod on that global map for scholars from all fields, seeking to learn about our past and present alike.

At the Cotuit Historical Society, I'm currently finishing preparations for this season's exhibit centering on a very specific topic, targeting a very specific era (1880s). With a limited number of artifacts at our museum to tell this story, I was able to recreate the real-life events from the actual news of the day. Without the digitized editions of the *Barnstable Patriot* (Olive Software/Sturgis Library), this would never have been possible. The digitization of the *Register* would add even greater insight into the issues and events in this particular study, as the *Register's* leaning differed from that of the *Barnstable Patriot*.

I encourage you to consider the myriad benefits of bringing these unique and treasured Cape Cod documents out of the vault and into the 21<sup>st</sup> century through this digitization project now before you.

In grateful anticipation,

TC Carter, PhD  
Administrator/Archivist  
Historical Society of Cotuit & Santuit



## Historical Society of Old Yarmouth

### President

Maureen Rukstalis

### Recording Secretary

William Archie

### Corresponding Secretary

Barbara Adams

### Treasurer

Gayle Leaversuch

### Trustees

Barbara Adams

Charles Adams

William Archie

Susan Bonnell

Joel Chaison

Maryann Chiras

Robert Earl

Jo Ann Kelley

Robert Kelley

Gayle Leaversuch

Judy LeGrand

Michael Lorenz

Tom McCloud

Elizabeth Morton

Duncan Oliver

Julie Pelletier

William Ray

Maureen Rukstalis

Pat Tafra

Frank Tardo

Perci Vozeolas

Anne Whitaker

### Council of Advisors

Theresa Barbo

Les Campbell

Joel Crowell

Thomas George

Deborah Gray

Wilson Nolen

Lawrence T. Perera

Sara Jane Porter

Nancy Thacher Reid

John G. Sears III

### Administrator

Amy Heller

Historical Society of Old Yarmouth  
11 Strawberry Lane, P.O. Box 11  
Yarmouth Port, Massachusetts 02675  
Tel. (508) 362-3021  
E-mail: [hsoy@comcast.net](mailto:hsoy@comcast.net)

Community Preservation Committee  
685 Route 134  
South Dennis MA 02660

April 27, 2017

To whom it may concern:

The Historical Society of Old Yarmouth (HSOY) enthusiastically supports the digitization of the Register newspaper as well as the years of the Barnstable Patriot since 1930. These are two Cape-wide newspapers who stood almost diametrically opposed to each other's views throughout the last two thirds of the 19<sup>th</sup> century. During the 20<sup>th</sup> century, they provide us with first hand history of our Cape Cod.

HSOY created a monthly history page in the Register in 2002. Each month since, in addition to a major article, someone has gleaned newspaper accounts from 50, 100, and 150 years ago that month. It has been one of the more popular parts of our page.

To this date, more than 35 different authors have written articles for this page. Several have been students in our public schools. Having done a number of articles myself, I know just how valuable it is to have primary source data that is able to be digitally searched by subject. In the more than 170 articles written for the Register page, I would estimate more than half of the authors needed the microfilm of the Register and the Patriot, or used the Patriot's digitized version. Microfilm, without the ability to search by subject, just doesn't work well enough to allow thorough and complete research. It also requires trips to locations which have the microfilm and you must read every page and every article.

Online digital copies allow everyone to research from personal computers, at any time of day or night. This is a benefit to all, including the schools who wish to have their students do meaningful primary source research on local subjects.

As a former president and current Publications Chair of HSOY, I speak for all who research in saying that this project is really needed and will pay benefits in better accurately understanding our past.

Duncan Oliver - HSOY

Community Preservation Committee  
685 Route 134  
South Dennis MA 02660

April 30, 2017

To whom it may concern:

The Yarmouth Port Library Association enthusiastically supports the digitization of the Register newspaper, as well as the years of the Barnstable Patriot since 1930.

These two Cape-wide newspapers express a diversity of opinions from the last two thirds of the 19<sup>th</sup> century and comprise a valuable primary source of materials concerning the history of Cape Cod.

The Yarmouth Port Library has microfilm copies of the Register from its beginning in 1836 to the present. Patrons of the Yarmouth Port Library have access to these microfilms. Hard copies of the weekly are accumulated, and twice a year, are sent to a vendor to be microfilmed.

Microfilm is extremely difficult to search, however. Patrons must visit the Yarmouth Port Library during its open hours, only 24 hours a week. Every page must be read in the microfilm readers, and the print is often difficult to decipher. Thorough and complete research, therefore, is time-consuming and susceptible to error.

Online digital copies would allow everyone to research from a personal computer, at any time of day or night. Digitized copies are easier to read and are searchable by subject and keyword. Digitization benefits all students of history, including students, who can do meaningful primary source research on local subjects, amateur and professional historians, and individuals researching their family histories.

Digitizing the Register is a worthy project which will benefit all who wish to better understand our past.

Dinah G. Wolff  
President  
Yarmouth Port Library Association

## Section VII Non-Collusion Form & Tax Compliance Form

View **Section VII** for information about the Non-Collusion and Tax Compliance forms that are required from your bidders.

Persons submitting a bid or proposal to provide supplies or services to your jurisdiction, or to purchase supplies from your jurisdiction, must submit a certification of non-collusion and tax compliance. It is a good idea to include these forms in your IFB. The certificate of non-collusion must be submitted with the bid.

### Certificate of Non-Collusion

The undersigned certifies under penalties of perjury that this bid or proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity, or group of individuals.



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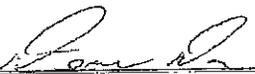
Signature of individual submitting bid or proposal

Olive Software, Inc.

Name of business

### Tax Compliance Certification

Pursuant to M.G.L. c. 62C, §49A, I certify under the penalties of perjury that, to the best of my knowledge and belief, I am in compliance with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support.



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Signature of person submitting bid or proposal

Olive Software, Inc.

Name of business



## **Proposal for digitizing and hosting**

***The Yarmouth Register***  
**1836 – 2017 ...**

**&**

***The Barnstable Patriot***  
**1931 – 2017 ...**

**May 2, 2017**

Presented by

John Mahoney

Sales Director

813 951 2417

[John.Mahoney@olivesoftware.com](mailto:John.Mahoney@olivesoftware.com)

Olive Software is pleased to present this budgetary proposal for the digitization of The Yarmouth Register and the completion of the Barnstable Patriot.

I have prepared the following for your consideration.

- The background and benefits of the project
- The estimated page count calculations
- The processing benefits and options of segmentation
- The budgetary costs
- The digitization work flow which Olive employs.

The digitizing of The Yarmouth Register and the completion of the Barnstable Patriot through Olive Software would have multiple benefits for today and for the future. In summary,

- It would convert your current images into xml (extensible mark-up language)
- It would provide on-line access on desktop, tablets and smartphones through Olive's searching and user interfaces for the library, the citizens, the schools, interested parties and outside researchers.
- It would provide a powerful tool for searching the collections and enable the end user to conduct the searches on their own.
- City administrators could use the newspaper archive to easily search for the dates of public works and/or administration changes.
- It would provide for all residents and visitors a wonderful platform for celebrating anniversaries of Yarmouth and Barnstable by taking a walk back through time. The libraries can share historical dates entities via your Facebook page and Twitter Accounts
- It would provide a mechanism for fund raising for gifts to the Library providing ample on the user interface to thank the generous donors for their support
- Advertising placements for a sponsor, links to other website events are all available through this user interface which can be branded and customized for the libraries.

The Falmouth Public Library examined these benefits and they are very pleased with the Olive digitization for the Enterprise newspaper, which dates back to January 1896. They further digitized their Town Annual Reports which go back to February 1873.

### **The estimated page count calculation**

Thank you for providing the page counts for the respective collections which total approximately 209,468 for the Yarmouth Register from 1836 – 2017 and approximately 55,012 for the completion of the Barnstable Patriot from 1931-2017. Below I will present the segmentation methodology and approximate costs.

Olive Software has been digitizing historical newspaper collections around the world for the last 15 years. Our educational references include many major universities and libraries including Swiss National Library, Falmouth Public Library, Penn State, Princeton, Georgetown, and Kings College in England.

Olive's patented conversion software will transform The Yarmouth Register and Barnstable Patriot scanned images into XML, enabling the historic newspaper collection to be rapidly searchable through any browser while including digital rights management protection and granting users the ability to download or share links of social media.

Olive Software as part of the process can also arrange to have original paper scanned into TIFF images for processing and fill the Gap and will return all completed xml to the libraries.

If you needed images created from the original pages Olive can recommend scanning companies to work with. On average scanning from original material is approximately 25c per page depending on the material. You would also have to determine if the bound volumes can be scanned with an overhead camera or can be unbound. This can also impact the cost estimate. Once we consider quotes for that aspect of the project then Olive use those processed images for segmentation and conversion to XML.

### **Digitization of pages for segmentation:**

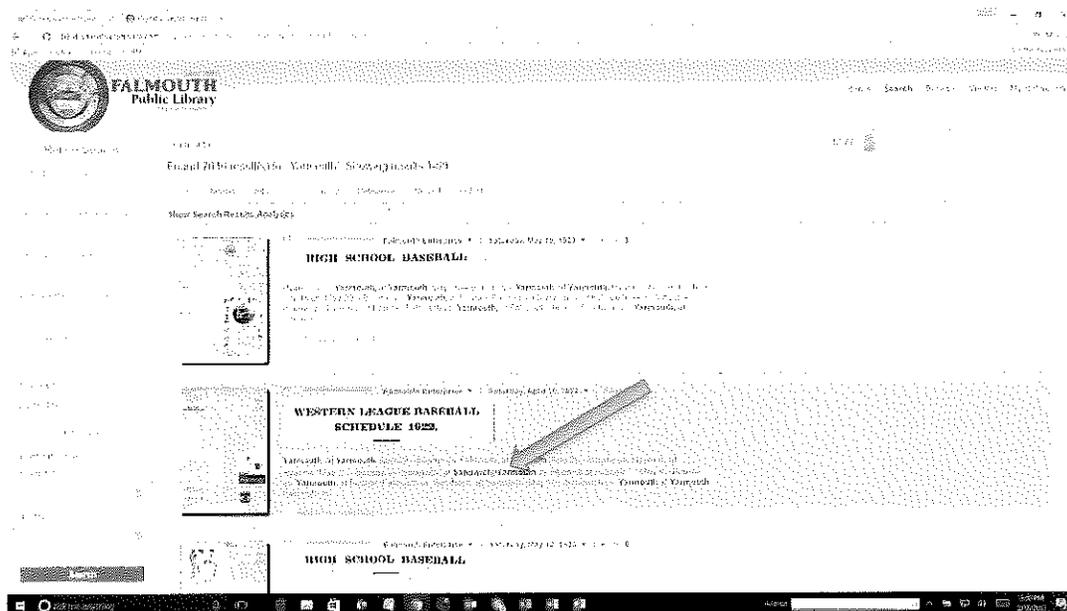
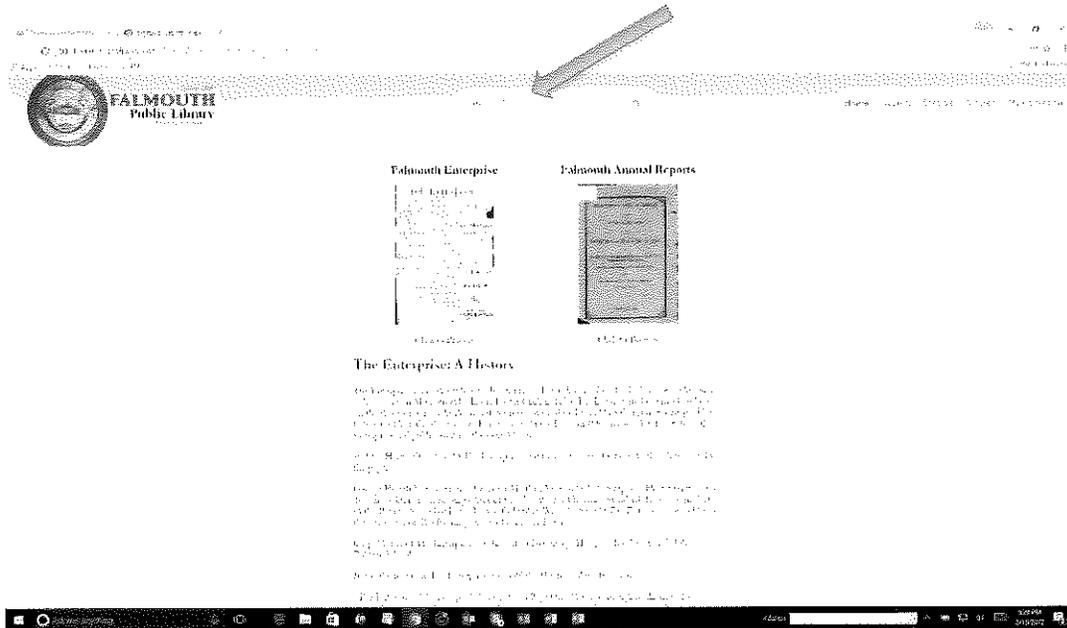
#### **Olive Software Advanced Segmentation**

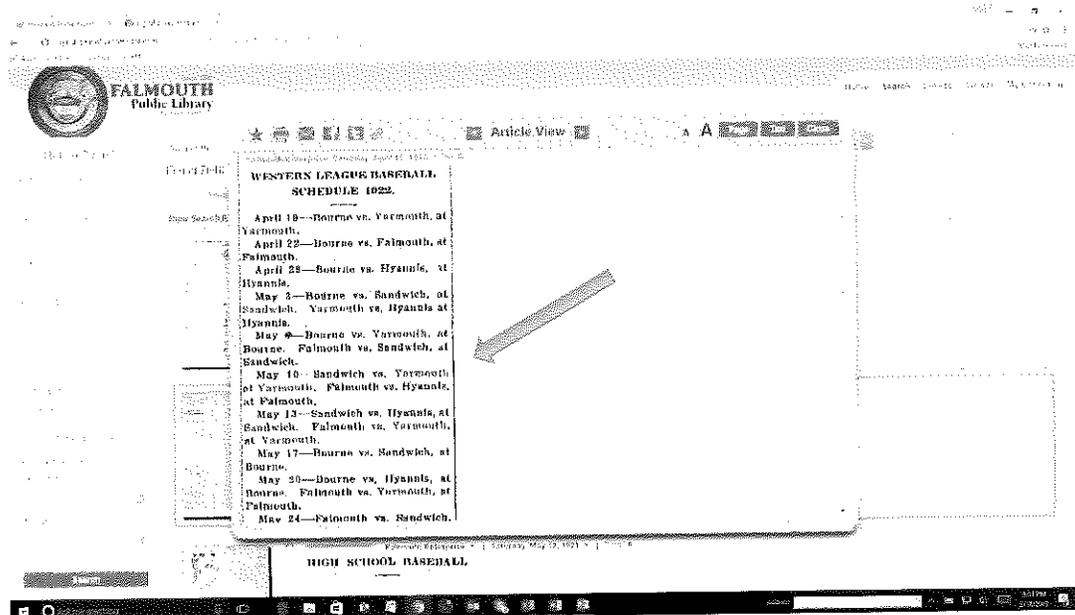
Advanced segmentation (like the Falmouth Public Library) segments each article, photo, advertisement and headline into *entities*. This enables rapid searching and ease of identification as it presents a thumbnail of the entity images as demonstrated by the search conducted for Yarmouth in the Falmouth Public Library of the Enterprise Newspaper – see following page

This is the Falmouth Library Link

<http://digital.olivesoftware.com/Olive/APA/Falmouth/default.aspx>

This the search for Yarmouth





For a quantity of 209,468 pages of the Yarmouth Register, this segmentation is .60c per page which would calculate to approximately \$125,680 in digitization.

For the quantity of 55,012 remaining pages of the Barnstable Patriot, this segmentation at .60 per page would calculate to approximately \$33,007

Additional pages added to these collections will also be priced at .60 per page.

Page scanning from microfilm to produce images for conversion to Olive XML can be estimated at .05 per page.

Advanced segmentation is very valuable for researchers and interested parties to drill down to the information they want and then **review the entities** for the story they are looking for. It will also enable the Library to share an entity search via Facebook or Twitter to encourage visits to the archive.

### **On-Going Fees and set up Fee**

- Viewing and Searching Software is provided as SaaS (Software as a Service) fee clients on a monthly basis for \$200 per month depending or \$2400 per year.
- Hosting: Olive maintains the collection in our secure and redundant hosting facility (see attached document). Our recent move to Amazon Cloud Services (AWS) has reduced our expense and therefor our monthly charges for hosting. The Barnstable Patriot can now be hosted for \$100 per month or \$1200 per year. The same cost will be applied for the Yarmouth Register at \$100 per month.

These on-going viewing and hosting costs can also be purchased for the entire year if is easier for a budgetary purposes.

There is a one-time cost of \$500 to set up the new publication and provide branded colors and links for The Yarmouth Register.

The additional pages will be added to the existing Barnstable Patriot user interface.

**Summary of Costs**

**One Time Scanning of Microfilm for the Yarmouth Register**

209,468 x .05 = \$10,473

**One Time Advanced Segmentation of Pages for the Yarmouth Register 1836-2017**

209,468 x .60 = \$125,680. Additional pages can be added for .60 per page.

One Time Set-Up - \$500

**One Time Scanning of Microfilm for the Barnstable Patriot**

55,012 x .05 = \$2750

**One Time Advanced Segmentation of Pages for the Barnstable Patriot 1931- 2017**

55,012 x .60 = \$33,070. Additional pages can be added for .60 per page.

Annual SaaS fee for viewing and searching interface \$200 per month x 12 months for Yarmouth

Barnstable is currently on-line for this \$200 per month viewing and searching cost.

Annual Hosting fee for Barnstable Patriot - \$100 per month

Annual Hosting fee for Yarmouth Register - \$100 per month

A deposit of 25% is due to commence the project and SaaS and Hosting fees will only apply when the archive or partial archive is available for use

<p><b>Project Management Methodology</b></p>	<p>The following steps are presented for archive projects. In the case of a collection of 158,560 plus an additional 55,012 pages versus 2 million pages, the projects can be completed much faster.</p> <p>In summary, following the proposal acceptance, Olive Software recommends the following meetings:</p> <ul style="list-style-type: none"> <li>• Project Initiation meeting (Kickoff Meeting)</li> <li>• Monthly project progress conference calls/meetings</li> <li>• Upon each of the following milestones:             <ul style="list-style-type: none"> <li>○ Finalization of the content extraction data of each phase</li> <li>○ Final release and approval of archive</li> </ul> </li> </ul> <p>These suggested sessions are indicative only, and are provided as an initial outline, which may be added to upon consultation with the libraries. Meeting dates will be determined by both parties.</p> <p>Subsequently ad hoc conference calls and meetings may be arranged as and when the need arises.</p> <p>1. Archive Analysis</p> <p>The first stage of the project, will be an analysis of The Yarmouth Register material. As part of the archive analysis an estimate will be made and shared with The Yarmouth Register concerning the following data and based on processing a sample from the material:</p> <ul style="list-style-type: none"> <li>• Analysis of newspaper layout changes and their impact on profile creation for different periods in the project</li> <li>• Confirmation of the number of pages in the project for the full-expected repository</li> <li>• Confirmation for the repository size of the complete archive</li> <li>• Confirmation of the number of collections to be built during the project</li> <li>• Confirmation of the storage capacity required for the complete archive</li> <li>• Expected Archive quality indicators for:             <ul style="list-style-type: none"> <li>○ Expected segmentation level</li> <li>○ Expected readability level</li> <li>○ Expected searchability level</li> <li>○ Expected OCR quality level</li> <li>○ Any other problematic quality issues, which are expected to rise during the processing of the material, estimated on the preliminary analysis</li> </ul> </li> <li>• Following the analysis for each phase of the project:             <ul style="list-style-type: none"> <li>○ Suggestions will be made on action items to be taken by Olive Software and the libraries</li> <li>○ Both Olive Software and the libraries will be aligned regarding the expected quality indicator levels to be achieved in the specific phase of digitization.</li> </ul> </li> </ul>
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Parallel to the archive analysis performed, and as previously noted, Olive Software will set up the production line in order to launch the project.

All automated / hardware and software resources will be allocated and set up for running the project.

During the launch period, a detailed project plan will be supplied detailing all activities and time frames. This plan will include all milestones as agreed with the libraries to review.

2. Olive will then begin the actual Project Digitization Processing of all the material of the project as outlined in the planning stage
3. Olive is fully capable of handling a dual work stream of material. Olive is constantly involved in processing numerous digitization projects at any given time to our customers around the globe.
4. Delivery of the project to the libraries
5. Acceptance and sign-of the project by the libraries

**Processing Workflow**

The Olive workflow consists of 12 steps as follows:

**Step 1 – Analysis** is performed on the source material to understand the nature of the material quality, locate potential problems, and to define guidelines for the project.

**Step 2 – Binding.** All pages of the same issue are combined into a single issue and naming conventions are applied. Images are named according to their page number, issue date and publication name.

**Step 3 - Comprehensive manual QA** process is performed where the guiding concept behind the method is to ensure the earliest detection of potential problems.

**Step 4 – Image Processing.** Images are de-skewed, cropped, and cleaned from noise.

**Step 5 – The Structure recognition** process recognizes horizontal and vertical lines, text strings, and image areas. A rough page structure definition is constructed.

**Step 6 – The Segmentation (zoning)** stage employs artificial intelligence to automatically recognize information components or “entities” such as articles, images and advertisements on a page. Olive utilizes "Profiles" to define layout patterns and zoning rules for an issue or range of issues. For each entity the process creates internal elements such as headlines, body text, images, roof titles, by lines captions, etc... and includes recognition of the geometry of each object; its text, and coordinates.

**Step 7 - Manual QA process is preformed,** testing parameters of segmentation, ‘searchability’ and ‘readability’.

**Step 8 – OCR** is run on all the content. Olive Software uses *Advanced Predictive Fuzzy Logic Searching* (APFS™, - Olive Patent), a fuzzy logic search technology, to compensate for text inaccuracies by applying fuzzy logic according to error probability in each word-pattern. In addition, special OCR techniques were developed to solve the specific problems of historic materials. This enables reasonable OCR accuracy, even in much degraded material.

**Step 9 – Output to XML.** The XML files are stored in an *XML Repository*.

**Step 10 –Indexing.** Each issue in the repository is indexed for searchability purposes.

The indexing technique uses “*bitmap indexing*”, allowing the indexing of each meaningful group of elements on the page. The digital index allows direct access to images, highlighting of search hits, and displaying article images as search results.

**Step 11 - Final QA process is performed.**

**Step 12 - Fully indexed back-up XML repository is sent to customer on disk drives.**



<b>Processing Capacity</b>	<p>The digitization production process of a newspaper at the production facility is almost fully automated (the only steps which are semi-automated are the scanning and binding steps whereas the QA steps are manual).</p> <p>The process is currently activated on approximately 100 processors, which process all the automated steps from the PDF creation through final output, in parallel.</p> <p>Olive can process approximately 2 million pages a month. Production capacity is completely scalable. Capacity is dependent on the quantity of running projects at Olive. The nature of the business is that Olive is given sufficient notice of projects and their size so that project planning can be done properly according to the Olive project methodology and to scale up if necessary so that delivery schedules can be met appropriately.</p> <p>At the end of the process all the pages are available for content extraction.</p> <p>The following capacity is pending the following constraints:</p> <ul style="list-style-type: none"><li>• The on-going shipment of material is required in order to be able to supply the automated line with the required source material.</li><li>• In events where the production facility requires the Library to attend to QA issues, derived from the source material and/or the digitization process, Olive Software will rely on the {customer name} response in order to proceed with the production process.</li></ul> <p>In support of production capabilities, please refer to the full archive repository of the “Daily Oklahoman”, which consists of more than 2.2M pages. More than 2M pages of the archive were supplied to the customer’s satisfaction within less than 5 months. All shipments were sent before the due dates as agreed upon with the customer. The data was also supplied according to all QA standards.</p>
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Olive would welcome the opportunity to work with the libraries for these historic newspapers and bring these collections to all the interested parties for years to come.

Olive services (which include processing the images and hosting the collection) are provided as long as the libraries wish them to be provided. All material will be returned as part of the digitization and the XML (which is an industry standard) can be utilized with other applications.

This will be explained in detail in our SaaS (Software as a Service) agreement.

We look forward to your response to this information and in answering your questions.

Regards

John