



State of West Virginia  
 Department of Administration  
 Purchasing Division  
 2019 Washington Street East  
 Post Office Box 50130  
 Charleston, WV 25305-0130

# Request for Quotation

*Abbott W Admin. Gov*

RFQ NUMBER:  
**DJS010228**

PAGE:  
**1**

ADDRESS CORRESPONDENCE TO ATTENTION OF:  
**JOHN ABBOTT  
 304-558-2544**

RFQ COPY

TYPE NAME/ADDRESS HERE

RFQ COPY

DIVISION OF JUVENILE SERVICES  
 SECOND FLOOR  
 1200 QUARRIER STREET  
 CHARLESTON, WV  
 25301 304-558-6029

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
03/07/2007				

BID OPENING DATE: **03/29/2007** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	LS		205-09		
<p>REQUEST FOR QUOTATION</p> <p>THE PURCHASING DIVISION IS SOLICITING BIDS FOR THE DIVISION OF JUVENILE SERVICES TO PROVIDE A SINGLE USER IMAGING SYSTEM.</p> <p>ATTACHMENTS: 1. SPECIFICATIONS 2. AFFIDAVIT</p> <p>MANDATORY PRE-BID: LOCATION: PURCHASING DIVISION 2019 WASHINGTON STREET, EAST CHARLESTON, WV 25305 DATE &amp; TIME: 3/20/2007; 10:30 AM</p> <p>SINGLE USER IMAGING SYSTEM</p> <p>VENDOR PREFERENCE CERTIFICATE</p> <p>CERTIFICATION AND APPLICATION* IS HEREBY MADE FOR PREFERENCE IN ACCORDANCE WITH WEST VIRGINIA CODE, 5A-3-37 (DOES NOT APPLY TO CONSTRUCTION CONTRACTS).</p> <p>A. APPLICATION IS MADE FOR 2.5% PREFERENCE FOR THE REASON CHECKED:</p> <p>( ) BIDDER IS AN INDIVIDUAL RESIDENT VENDOR AND HAS RESIDED CONTINUOUSLY IN WEST VIRGINIA FOR FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS</p>						

RECEIVED  
 2007 APR 25 A 11:01  
 PURCHASING DIVISION  
 STATE OF WV

SIGNATURE <i>Woodward</i>		TELEPHONE 340-4288	DATE 3/25/07
TITLE Sales Manager	FEIN 55-068-4486	ADDRESS CHANGES TO BE NOTED ABOVE	

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



State of West Virginia  
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**2**

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VENDOR

SHIP TO

DIVISION OF JUVENILE SERVICES  
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03/07/2007				
BID OPENING DATE: 03/29/2007		BID OPENING TIME 01:30PM		

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
CERTIFICATION; OR <input checked="" type="checkbox"/> BIDDER IS A PARTNERSHIP, ASSOCIATION OR CORPORATION RESIDENT VENDOR AND HAS MAINTAINED ITS HEAD-QUARTERS OR PRINCIPAL PLACE OF BUSINESS CONTINUOUSLY IN WEST VIRGINIA FOR FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION; OR 80% OF THE OWNERSHIP INTEREST OF BIDDER IS HELD BY ANOTHER INDIVIDUAL, PARTNERSHIP, ASSOCIATION OR CORPORATION RESIDENT VENDOR WHO HAS MAINTAINED ITS HEADQUARTERS OR PRINCIPAL PLACE OF BUSINESS CONTINUOUSLY IN WEST VIRGINIA FOR FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION; OR <input type="checkbox"/> BIDDER IS A CORPORATION NONRESIDENT VENDOR WHICH HAS AN AFFILIATE OR SUBSIDIARY WHICH EMPLOYS A MINIMUM OF ONE HUNDRED STATE RESIDENTS AND WHICH HAS MAINTAINED ITS HEADQUARTERS OR PRINCIPAL PLACE OF BUSINESS WITHIN WEST VIRGINIA CONTINUOUSLY FOR THE FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION. B. APPLICATION IS MADE FOR 2.5% PREFERENCE FOR THE REASON CHECKED: <input checked="" type="checkbox"/> BIDDER IS A RESIDENT VENDOR WHO CERTIFIES THAT, DURING THE LIFE OF THE CONTRACT, ON AVERAGE AT LEAST 75% OF THE EMPLOYEES WORKING ON THE PROJECT BEING BID ARE RESIDENTS OF WEST VIRGINIA WHO HAVE RESIDED IN THE STATE CONTINUOUSLY FOR THE TWO YEARS IMMEDIATELY PRECEDING SUBMISSION OF THIS BID; OR <input type="checkbox"/> BIDDER IS A NONRESIDENT VENDOR EMPLOYING A MINIMUM OF ONE HUNDRED STATE RESIDENTS OR IS A NONRESIDENT VENDOR WITH AN AFFILIATE OR SUBSIDIARY WHICH MAINTAINS ITS HEADQUARTERS OR PRINCIPAL PLACE						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Richard L. ...</i>	TELEPHONE 340-4288	DATE 5/26/07
TITLE Sales Manager	FEIN 55-068-4486	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED "VENDOR"



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# Request for Quotation

RFQ NUMBER  
**DJS010228**

PAGE  
**5**

ADDRESS CORRESPONDENCE TO ATTENTION OF  
**JOHN ABBOTT  
 304-558-2544**

RFQ COPY  
 TYPE NAME/ADDRESS HERE

DIVISION OF JUVENILE SERVICES  
 SECOND FLOOR  
 1200 QUARRIER STREET  
 CHARLESTON, WV  
 25301 304-558-6029

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
03/07/2007				

BID OPENING DATE: **03/29/2007** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
BUYER:				JOHN ABBOTT		
RFQ. NO.:				DJS010228		
BID OPENING DATE:				3/29/2007		
BID OPENING TIME:				1:30 PM		
PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID:						
				340-4293		
CONTACT PERSON (PLEASE PRINT CLEARLY):						
				Rod Lipscomb		
***** THIS IS THE END OF RFQ DJS010228 *****						TOTAL: <u>\$30,280.00</u>

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Rodney Johnson</i>	TELEPHONE 340-4288	DATE 4/26/07
TITLE Sales Manager	FEIN 55-068-4486	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

**REQUEST FOR QUOTATION (RFQ) AND REQUEST FOR PROPOSAL (RFP)**

1. Awards will be made in the best interest of the State of West Virginia.
2. The State may accept or reject in part, or in whole, any bid.
3. All quotations are governed by the *West Virginia Code* and the *Legislative Rules* of the Purchasing Division.
4. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division and have paid the required \$125.00 registration fee.
5. All services performed or goods delivered under State Purchase Orders/Contracts are to be continued for the term of the Purchase Order/Contract, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise available for these services or goods, this Purchase Order/Contract becomes void and of no effect after June 30.
6. Payment may only be made after the delivery and acceptance of goods or services.
7. Interest may be paid for late payment in accordance with the *West Virginia Code*.
8. Vendor preference will be granted upon written request in accordance with the *West Virginia Code*.
9. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
10. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
11. The laws of the State of West Virginia and the *Legislative Rules* of the Purchasing Division shall govern all rights and duties under the Contract, including without limitation the validity of this Purchase Order/Contract.
12. Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
13. **BANKRUPTCY:** In the event the vendor/contractor files for bankruptcy protection, this contract is automatically null and void, and is terminated without further order.
14. **HIPAA Business Associate Addendum** - The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, and available online at the Purchasing Division's web site (<http://www.state.wv.us/admin/purchase/vrc/hipaa.htm>) is hereby made part of the agreement. Provided that, the Agency meets the definition of a Covered Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.

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**INSTRUCTIONS TO BIDDERS**

1. Use the quotation forms provided by the Purchasing Division.
2. **SPECIFICATIONS:** Items offered must be in compliance with the specifications. Any deviation from the specifications must be clearly indicated by the bidder. Alternates offered by the bidder as **EQUAL** to the specifications must be clearly defined. A bidder offering an alternate should attach complete specifications and literature to the bid. The Purchasing Division may waive minor deviations to specifications.
3. Complete all sections of the quotation form.
4. Unit prices shall prevail in cases of discrepancy.
5. All quotations are considered F.O.B. destination unless alternate shipping terms are clearly identified in the quotation.
6. **BID SUBMISSION:** All quotations must be delivered by the bidder to the office listed below prior to the date and time of the bid opening. Failure of the bidder to deliver the quotations on time will result in bid disqualifications.

**SIGNED BID TO:**

Department of Administration  
Purchasing Division  
2019 Washington Street East  
Post Office Box 50130  
Charleston, WV 25305-0130



April 19, 2007

Division of Juvenile Services

Per the Bid request RFQ – DJS010228, Access Systems has been in the Document Management Business for 19 years and has the Largest Install Customer base in WV. The proposed System from EMC/Documentum is a leader in the storage management market for both Data storage devices and Software of Electronic management technology.

**The listed products meet's and exceed the RFO that has been requested from the agency,**

See Attached System Software Spec sheet:

And Hardware Proposed products, Bell/Howell production Scanner  
System Server, Sony Archive (Worm Images back-up)  
Data Base Index and Software back-up products

The EMC Image Software has many Features that were not requested but are features of the Market Technology that once in place will provide a Benefit to the Agency.

Access Systems if selected as the Vendor of choice will conduct the Install in a 3-phrase Completion project.

**1<sup>st</sup>)** Before the start of any Install of Hardware or Software conduct an onsite Project preview meeting with Department employees and discuss the Application direction and make recommendations. Plus review the current in house process.

**2<sup>nd</sup>)** Once a Project direction has been agreed upon Access will deliver the System Server And Hardware i.e.: Scanners, Back-up hardware and additional products needed for completion. Install all Hardware and load Software for Bata Application overview with the Agency and Department Employees.

This will allow review of the New Software and System benefit and function of Records management, So to speak a pre-training session to gather a better understanding of the Direction and the benefits of usage. (At that time Access will gather additional Data for Live Application set-up and Completion.)

**3<sup>rd</sup>)** Upon agreement of Agency Department users Access will Program the Applications Required Fields and Index layout, Document Type Ida's for Capture and Index of the Vital Records and conduct a User overview of usage, before all capture goes live. Make any changes as needed.

## Training & Capture

The Agency's System in service or training can be conducted in a variety of methods; this will be the option of the agency. Example: Access like's to complete the process in also a 3- Phase format, Because each and every System has a change in usage and needs based on the level of records that are being stored, and the Department working with the Records.

1<sup>st</sup>) I have found that training the basic Workstation Capture employee 1<sup>st</sup> helps because they start getting info to the system that allows the others to view and understand.

2<sup>nd</sup>) after getting the Capture Stations up to speed on capture index, Move to the balance of the agencies employees training needs such as research and out-put options: Example e-mail, print Import files, Word, Excel, and any additional features – Annotations of request and tracking.

3<sup>rd</sup>) The last stage of a completion Install is train the System Administrator , That will take at least 1- full day , this requires a more in depth understanding of the system , This is the phase that requires the employee to understand how to change users by Application, and security right's with in the Application and add additional Document types , Completing Dailey back-ups of the Data base indexes and tracking the Image's written to the optical archive drive incase they need to add a new media and move the full ( WORM Disk ) if needed to offsite as maybe requested .

NOTE: Access Systems in all Bids list an average completion install, If the requirements by An agency needs extra Application changes or Employee training we Do Not charge extra for This labor or set-up time. We will require a Department Director to sign a Delivery and completion form so both parties feel that the project is up and running.

I am sure you will call Tech's back and require additional hands on because of the product introduction of the Change of in house procedure. No Charge will occur.

## Division of Juvenile Services Configuration

**System Includes:** Image Management Software, EMC/Documentum 5-User ApplicationXtender and WebXtender.

Item Cost \$ 12,277.00

Qty 1 EMC/Documentum DiskXtender Software to Manage Image's on Sony Optical Disk Media drive

Item Cost \$1,108.00

Qty 1 System Data Base File Server Dual Processor and Image Server with SQL Server Software 5-user and Raid Drive, 5- 250g/b hard drive for Image On-Line storage, 2g/b Memory, Windows server 2003, MS 16g/b OS Microsoft Partition override, Removable Disk and Tape Drives, CD/DVD Drive 48x, 17 in Monitor, Back-up software Symantec.

Item Cost \$5,653.00

Qty 1 Sony/Plasmon Optical (Worm) Disk Drive 30 g/b, Archive Images 51/4 media worm and Cable

Item Cost \$2,787.00

Qty 1 High Volume Image Scanner from Bell/ Howell Model 3600 truper Exceed requirements: Because the need requires a Durable Scanner Unit. 62 pages per Minute Simplex 106 Pages in Duplex mode and Color If needed.

Item Cost \$ 4,844.00

Qty 2 Low to Mid Volume Canon Desk top Image capture Scanners Model DR 20 pages in Simplex Black and White and 40 pages in Duplex mode. Color also if needed.

Item Cost \$1,491.00

Qty 1 System Install of all Hardware and Server's Load Software, Create the Application lay-out Security, Training of all Employees, and Freight. Estimated at 3 to 4 days Onsite.

Item Cost \$2,120.00

Total System Bid                      Cost \$ 30,280.00

*Doaney Proctor*

1<sup>st</sup> year support / Included / 2<sup>nd</sup> year Coverage estimated only @Cost \$ 3,644.00



State of West Virginia
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Request for Quotation

RFQ NUMBER: DJS010228

PAGE: 1

ADDRESS CORRESPONDENCE TO ATTENTION OF: JOHN ABBOTT, 304-558-2544

RFQ COPY
TYPE NAME/ADDRESS HERE

VENDOR

SHIP TO

DIVISION OF JUVENILE SERVICES
SECOND FLOOR
1200 QUARRIER STREET
CHARLESTON, WV
25301 304-558-6029

Table with columns: DATE PRINTED (03/29/2007), TERMS OF SALE, SHIP VIA, F.O.B., FREIGHT TERMS

BID OPENING DATE: 04/19/2007 BID OPENING TIME 01:30PM

Main table with columns: LINE, QUANTITY, UOP, CAT NO, ITEM NUMBER, UNIT PRICE, AMOUNT. Contains addendum text.

Signature section with fields for SIGNATURE, TELEPHONE (340-4288), DATE (4/25/06), TITLE (Sales Manager), FEIN (55-068-4486)

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



**COTS-BASED SINGLE USER IMAGING SYSTEM  
REQUEST FOR QUOTE  
WEST VIRGINIA DIVISION OF JUVENILE SERVICES  
RFP #: DJS010228**

**GENERAL INFORMATION**

The central office for the Division of Juvenile Services (DJS) is located at 1200 Quarrier Street, Charleston, WV 25301.

DJS is seeking a cots-based, single user imaging system to for archiving and retrieving resident and eventually personnel files. DJS is interested in a solution which will allow the central site to store all records and via a secure internet connection, transmit files to their external facilities as required.

Each resident file is made up of approximately 100 pieces of paper, some double-sided, some multi-copy and various paper weights and sizes, including card stock, ranging in size from 5 x 7 to 8-1/2 x 11.

There are approximately 1000 intakes and 100 re-entries into the system files per year, equating to an average of 1,000,000 pages, or images, which will need to be scanned.

**SPECIFICATIONS**

1. Only COTS Application Solutions will be considered.

Reply: This is to cover both section 1 & section 2:

The System Software quoted: Is from EMC/Documentum and is installed in many agencies at state of WV. It is a complete open data base Application Software ( ODBC ). Easy deployment by end user for additional Applications and departments as long as they use the same Server platform, At any time the Agency can expand additional user License even 1 at a time if needed, The Software is a Web based application as requested.

2. Vendor shall quote an ODBC compliant, COTS solution that will accommodate the requirements for a system providing real-time access for up to five (5) users, but shall be scalable to allow for future expansion.

Reply: Yes the Software quoted has a 5-user Server requirement with a break out as needed,

ApplicationXtender is used at the Capture station (i.e. fat client) and balance of the 5-user as a Web Browser.

3. The system shall have the ability to include electronic documents from other applications such as Word, WordPerfect or Excel. The vendor shall describe the method by which electronic documents are associated with imaged DJS files.

Reply: Yes The EMC/Documentum has the ability to import any native file such as (Word, Excel, and ASCI common files for Index creation and Application set-up via the IMPORT module in the basic software. User defined.

4. At a minimum, DJS needs to have all files indexed by name, social security number and date of birth (DOB), DJS, NMS# and Intake Facility name. The vendor should propose additional indexing schemes for consideration.

Reply: At the present time I find it difficult to make a response because on the lack of true user knowledge within your usage, Access Systems has over 60 plus installs and Experience , with in the application set-up needs, Example: Cabell Huntington uses Multi Field Indexes,

Patient Name ,Patient Bill # , Visit I.D. type , er ,inpatient, outpatient, Clinic, Doctor id code, date of service, Social Security #, Document ID Type ,

If selected an onsite project meeting will allow the recommendation you request.

- a. With regard to personnel records, the vendor should propose separate indexing scheme. This indexing scheme should include Name, DOB, SSN, Title, and Work Facility.

5 The system shall have the ability to perform frequent queries using these indexing fields for the purpose of locating specific resident's records. The system shall also be flexible, allowing the user to add an additional index fields, as required.

Reply: Yes, The EMC/Documentum can search by many selected fields as set-up in the Application programming, as needed by the DJS employees Also by range searches such as dates , Document types,

6. The system shall have security access capabilities, including, but not limited to: HIPPA compliance and agency authorization levels, with regard to resident records.

Reply: Yes, There are many levels of Security with in the Software, Both at the Server level, Application level and the User level, Defined by the agency as the Application is being set-up, or changed as needed because of laws or special requirements with in the Department, EMC/Documentum Software is one of the largest medical providers in the country and meets and exceeds all HIPPA needs and requirements. For Security.

7 The system shall have the ability to apply temporary redaction of the document, e.g. strike sensitive information.

Reply: Yes, The redaction is a User defined as needed -- basic click in the Annotate feature. But it does not change the original document because of legal storage requirements: Under senate bill 614 passed 1991.

8 The system must be capable of storing images on media that meets legal governance regarding evidence in a court of law. (WORM)

Reply: Yes, The proposed System configuration from Access Systems has a Sony Plasmon 30-g/b (worm) optical disk drive attached for the legal storage of the images, The images are stored in two locations as they are scanned 1<sup>st</sup> at the hard drive of the system server for research speed and written to the (worm back-up drive for off site if needed or moved at any given time to another system.

9 The system shall capable of sharing resident files with external DJS facilities, via a secure web-based server.

Reply: Yes, This also can be shared with additional Departments onsite or off site via a Wide area network or a web access that will be based upon the agency security rights and levels you assign. Because the System is a Web based application Software.

10 The vendor shall list and quote costs associated with ALL hardware required implementing a single user imaging system.

Reply: section # 10 changed to a 5-user Cost factors attached as requested. I.e. Software & hardware, and support services.

11. JS intends to purchase a separate server to house the active, searchable imaging, system. The vendor must include the specifications recommended for any hardware needed for this project, including, but not limited to: the central server, the recommended storage device, the imaging workstation and attached scanner.

Reply: All cost attached

10. Vendor shall quote all costs associated with a proposed storage solution which is appropriate to the volume of documents anticipated over a five year period. At a minimum this shall include consideration for storage on CD-R media.

Reply: Access has included in the System configuration a ( Worm Archive drive to capture the Images and archive them required by law, ) Each Media Disk Cost is estimated at around \$ 85.00 ea to \$90.00 ea and the amount of Images or pages range from 400,000 to 500,000 pages per disk and can vary by data per page.

11. The system shall provide a backup mechanism for both data and indexes. The vendor shall describe how their system will meet this requirement.

Reply: Yes, We have included Two back-up devices 1<sup>st</sup> back-up is for the Index data base and 2<sup>nd</sup> is for the captured images, The System server will house the data base back up software from Symantec back-up software and the Images that are captured on the server will be written in a Raid environment and at the same time of capture written to the (worm) drive, so in 1-single index we write to two hard drives and the optical disk. And at days end the agency will run a data base back -up of choice, i.e. tape, cd, or another hard drive. If Access is selected before install the agency will pick the back-up of there choice we support all.

12. The system shall be capable of providing print on demand functionality as well as full record printing, as well as the ability to fax or e-mail documents.

Reply: Yes, this is a standard feature of the EMC/Documentum Software , User defined as needed.- Note if fax is the method of output the agency must have a fax server running and have the software as well, This feature is with all Vendor Image Software, or have fax software at the desk-top that is sending out the image.

13. The vendor must indicate any additional costs of hardware required to expand the initial system to accommodate multiple users.

Reply; Yes, there is a Cost for adding users and any additional optional Software such as workflow etc: this will be based on how many users at time of add on because as the System grows the Cost per User drops, Example: State of WV department of Highways has a 50-user and wants to add 50 more the cost per user add on drops for them about \$780.00 per user. The platform level drops as you add on.

14. The vendor must provide a detailed Project Plan, describing milestones, and timelines associated with each portion of this project.

Reply: Attached: but a quick overview Time factor for a typical 5-user install and 3-Scanners with Servers, and Back-up devices is estimated at 3- to 4 days. As quoted

15. DJS requests that the successful vendor's Project Leader be available, on a weekly basis to meet with the DJS staff, to provide updates and progress reports on the implementation.

Reply: Completion will be fast and at time of completion you will have at least 3- Access employees for direct support via local office in Kanawha City, and Cell Phone for emergency contact.

16. The vendor shall propose necessary services and costs required for training of DJS personnel on the imaging system. This shall include at least eight hours of train-the trainer training, for a minimum of three (3) DJS employees.

Reply: # 16 Attached is the Training outline and all cost included with the DJS employees.

19. Vendor shall provide a detailed project proposal and description of system and elements being proposed. The vendor shall quote costs associated with all necessary services required for the installation of the imaging system. The vendor shall include any costs associated with modifications needed to customize system for DJS' specific needs.

Reply; Attached in System configuration

20. The quote shall include any on-going maintenance cost necessary.

Reply: Attached in Annual Support Cost after 1<sup>st</sup> year as requested.

21. The vendor shall provide a minimum of three client references. The references shall be for systems of similar configuration. One of these references shall be for a system implemented in a similar government facility environment. References shall include a contact name, telephone number, company name, address and description of system, software, hardware, number of users, etc.

Reply : Sandi Keller – State of WV department of Transportation 558-9524 50-user plus Dan Miller – State of WV , Department of Purchasing 558-2544 , Larry Ball – Director Cabell Huntington Hospital , 304-526-2011 50-user over 25 Million images being managed 10,000 per day input.

22. All costs associated with implementation, customization or installation shall be inclusive of travel, as required by West Virginia Purchasing Guidelines.

Reply: Included in System Cost

23. Vendor shall provide a detailed project proposal and description of system and elements being proposed. Reply: All System Software and hardware attached .as requested.



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**1**

ADDRESS CORRESPONDENCE TO ATTENTION OF:  
**JOHN ABBOTT**  
**304-558-2544**

VENDOR

**ACCESS SYSTEMS**  
**4108 MACCORKLE AVE., SE**  
**CHARLESTON, WV 25304**

SHIP TO

**DIVISION OF JUVENILE SERVICES**  
**SECOND FLOOR**  
**1200 QUARRIER STREET**  
**CHARLESTON, WV**  
**25301**                      **304-558-6029**

DATE PRINTED <b>04/16/2007</b>	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
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BID OPENING DATE: **04/26/2007**                      BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
<p><b>ADDENDUM #02</b></p> <p>THIS ADDENDUM IS ISSUED TO PROVIDE CLARIFICATIONS AS A RESULT OF THE PRE-BID MEETING HELD ON 3/20/07, AND TO EXTEND THE BID OPENING DATE.</p> <p>ATTACHMENT: 1. ADDENDUM #02 - CLARIFICATIONS            2. ADDENDUM ACKNOWLEDGEMENT</p> <p>NEW BID OPENING DATE: 4/26/2007; 1:30 PM</p> <p>***** END OF ADDENDUM #02</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Robney Jacobson</i>	TELEPHONE <b>340-4288</b>	DATE <b>4/26/07</b>
TITLE <b>Sales Manager</b>	FEIN <b>55-068-4486</b>	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

**ADDENDUM**  
**DJS010228 Imaging System**

*Clarifications*

1. Change Single User System to Five (5) User System.  
50ppm/black & white/3 stations. Data and image backup.
2. Servers will be needed. Possibly two (2). One server for storage of data and one a Web Server. Provide minimum specification for capabilities discussed. Storage of approximately an average of seven (7) years on resident files, before purging.
3. WEB-based Secure Access.
4. Delete item #12.
5. (#3) No revision or alterations allowed for original documentation. Additional documentation can be added to show revision/changes.
6. No requirement for OCR abilities.
7. Indexing capabilities via manual code for unique identifiers.
8. Database preference of SQL. Vendor installation.
9. Secure off-site storage at the Divisions discretion. (Hard-drive Backup at CTO office.)
10. Scanner with minimum specification to meet scan ability of approximately 5,000 documents per day. One (1) Heavy Duty and Two (2) Medium Duty.
11. Black & White document and image formats only.
12. Average document size will be 8-1/2 x11. Nothing smaller.
13. Ongoing support charges/fees and/or costs per year. I.e., service agreements, updates, license, maintenance, consumables, trainings on any updates, upgrades or changes to software, etc.
14. Minimum costs of future expansion capabilities.
15. Compatibility with Purchasing/Auditors imaging systems.
16. WORM cache is approved.
17. Minimum requirement needed for on demand printing and/or e-mailing.

WV-35a STATE OF WEST VIRGINIA PURCHASING CONTINUATION SHEET	Buyer:	Page	Req. or P. O. No.:
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Vendor: <u>Access Systems Inc</u>	Spending Unit:
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Requisition No.: DJS010228

ADDENDUM ACKNOWLEDGEMENT

I hereby acknowledge receipt of the following checked addendum(s) and have made the necessary revisions to my proposal, plans and/or specifications, etc.

Addendum No.'s:

- No. 1 ✓
- No. 2 ✓
- No. 3 \_\_\_\_\_
- No. 4 \_\_\_\_\_
- No. 5 \_\_\_\_\_

I understand that failure to confirm the receipt of the addendum(s) is cause for rejection of bids.

*Robyn Leonard*  
Signature

Access Systems Inc  
Company

April 19<sup>th</sup>, 2007  
Date

# EMC Documentum ApplicationXtender

## Enhanced control for your business information

### The Big Picture

- High-speed integrated imaging, enterprise report management, and workflow
- Direct access to stored documents, reports, and information from virtually any Windows desktop application or Web browser
- Easy integration with existing business applications—without programming
- Rapid deployment and easy administration
- Robust, DOD-certified records management and retention policy administration with Records Manager for ApplicationXtender
- Support for Windows Server 2003 and Microsoft .NET framework
- Expanded partner integration options, including a new XML SOAP interface and Web customization developer's kit (CDK)

### A content management solution that is easy to deploy and administer

Business is fueled by information. Yet in today's challenging environment, business professionals struggle constantly with how to manage and protect their critical documents and information assets. Greater control over that information means greater control of the entire business. That's the value of integrated imaging and document management—and with EMC Documentum® ApplicationXtender, it is easier than ever to implement.

### Fixed content imaging and report management on Windows

With its out-of-the-box capabilities, Documentum ApplicationXtender allows you to quickly create an "electronic file cabinet" for information, enabling the capture, organization, and delivery of fixed content images, documents, reports, and other business-critical information. Built on a central repository, ApplicationXtender provides specific capabilities for high-speed image capture and storage and is designed for quick deployment. With Documentum ApplicationXtender, you quickly access information from a universal desktop interface, enabling greater control over business documents, enhancing the quality of decisions, increasing customer service levels, and improving employee productivity.

You can quickly deploy ApplicationXtender without programming or extensive customization, saving a substantial amount of time and money for your organization. Using the Web-based XAdmin tool, administrators can centrally configure and manage application resources such as application templates and repository parameters, storage devices, and business rules. Remote management and monitoring services offer a central view of the application environment, enabling proactive management of application services and related resources.

### Optimized for Microsoft Windows

With an enhanced Web architecture built on the Microsoft .NET framework, ApplicationXtender offers simplified Web deployment and advanced functionality for managing fixed information such as invoices, statements, account records, and customer and patient files. ApplicationXtender provides users with full access to the central repository



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and services through a browser-based interface. With its support for Windows Server 2003, ApplicationXtender takes full advantage of Windows NT and Active Directory Services, offering access control, secure communications, verifiable transactions, and support for digital signatures.

### **Comply with regulations, reduce discovery costs, and mitigate legal risks**

EMC Documentum Records Manager for ApplicationXtender allows organizations to create, safeguard, and access records and cost-effectively archive or destroy them according to system-enforced administrative, regulatory, or legal rules. Enterprises can demonstrate compliance with regulations, defend internal policies and actions, and avoid legal, monetary, and procedural penalties while protecting intellectual resources, reducing expenses, and protecting their corporate image. Use Records Manager for ApplicationXtender to apply formal, DoD 5015.2-certified records management policies and controls to business documents information stored in the ApplicationXtender repository. In addition, you can apply simple retention administration policies and disposition controls for business-defined periods without having to utilize formal records management practices.

### **High-speed content imaging and report management**

Documents and files can be quickly scanned, stored, searched, and shared to automate paper-based processes, improve customer service, increase productivity, and streamline business processes. For geographically distributed organizations, ApplicationXtender enables Web-based remote scanning and distributed capture. The enhanced report management services of ApplicationXtender deliver high-speed computer output to laser disk (COLD) processing, indexing, and archiving for computer-generated output such as text-based print files and advanced print stream formats for management of enterprise reports, statements, and invoices.

### **Quick integration with existing business applications**

Documentum ApplicationXtender delivers a revolutionary new technology for providing end-user access to relevant business documents from within existing applications. ApplicationXtender Integration Module (AXIM), an add-on for ApplicationXtender, allows companies to quickly "image-enable" virtually any application without programming. With AXIM, users can easily retrieve stored document images and information from within the business application they are using. AXIM even allows them to use voice commands to retrieve content. For example, customer call center employees can retrieve any document relevant to a specific customer, account, or transaction from within the primary application interface.

### **Take the next step**

To learn more about Documentum ApplicationXtender, contact your local EMC Documentum sales representative or authorized value-added reseller at 866.464.7381. Or visit our website at [www.emc.com/documentum](http://www.emc.com/documentum)



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6801 Koll Center Parkway  
Pleasanton, CA 94566-7047  
1-925-600-6800  
In North America 1-800-607-9546

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# EMC Documentum WebXtender

## Browser client access for EMC Documentum ApplicationXtender

- The Big Picture**
- Enables collaboration and sharing of information with remote employees, business partners, and suppliers
  - Allows users to view and manage documents and other content through a standard Web browser, just as you would on traditional workstations
  - Provides a full range of content search and display capabilities including index searches, full-text search, and document property searching
  - Contains an extensive security model based on authorized user privileges
  - Allows annotation, check-in/check-out capabilities, and version tracking

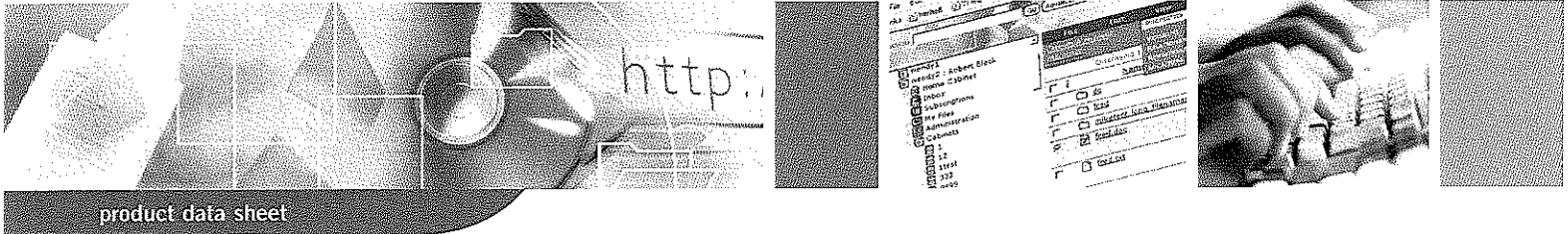
No matter how much data you have stored or how good it may be, it is not useful as business information unless users can readily find, retrieve, and apply it as needed. The Internet and other new technologies are inundating organizations with far greater quantities and varieties of data than ever before. The need for 24x7 access to information has become essential in allowing globally distributed work forces to collaborate on documents from remote locations.

### Leveraging the Internet to provide 24x7 access to content

EMC Documentum® WebXtender helps you share and leverage your corporate data assets, giving users and business partners the ability to retrieve and use data whenever they need it most. As an integral part of the ApplicationXtender family of content management solutions, WebXtender delivers immediate access to stored data via the Internet or a corporate intranet or extranet using a standard Web browser. Providing both interactive and read-only Web clients for ApplicationXtender, WebXtender allows organizations to enable online collaboration as well as e-business and e-commerce activities.

### Content delivery over the web

- Enables collaboration and sharing of information with remote employees, business partners, and suppliers in e-business applications, as well as enabling e-commerce activities
- Provides electronic presentation of information including scanned images, reports, forms, word processing documents, spreadsheets, and many other types of data
- Configurable screen view for regular or expert users, as well as customizable pages to design the WebXtender environment to meet the specific needs of your enterprise
- Printer-friendly viewing for read-only or interactive client



product data sheet

## Documentum ERMXtender

### Report Management/COLD for ApplicationXtender

*Each day, organizations produce hundreds of thousands of pages of computer-generated reports, such as statements, bills, invoices, policies, contracts, and other internal reports. In the past, these reports have been produced on paper, routed around the organization or mailed to the customer, and subsequently stored on microfiche, microfilm, or paper. Those methods of report creation and distribution are outdated and inefficient compared to what is capable today. Producers and consumers of enterprise reports demand immediate, anytime access. Reports need to be available electronically and accessible on a 24x7 basis from anywhere in the world.*

#### Highlights

- Maintains format of print stream reports to ensure exact electronic reproduction in PDF format
- Provides a powerful and easy-to-use data extraction tool for intelligent parsing and indexing of reports
- Allows reports to be viewed on workstations or transmitted electronically via e-mail or websites
- Processes reports automatically in the background, facilitating immediate availability

#### Improving Access to Enterprise Reports

Today's information-centric economy produces reports on high volume, all-points-addressable printers, using print stream technology that includes extensive formatting instructions. But creating reports is only one-half of the equation. Reports must also be available and consumable by the people who need to consult them.

ERMXtender provides report processing for advanced print streams, as well as traditional COLD text formats, for management within ApplicationXtender. By providing fast and efficient capture of enterprise report data, ERMXtender turns enterprise reports into e-reports, enabling internal and external report delivery. And by processing, indexing and archiving enterprise reports for online retrieval, ERMXtender provides a significant return on investment, allowing organizations to reduce the cost and improve the productivity of multiple business processes. It improves access to information while reducing or eliminating costs associated with paper, film, and microfiche.

ERMXtender is an integral part of the Documentum ApplicationXtender family of content management solutions.

#### Capabilities for Collecting and Processing Reports

- Includes direct support for IBM AFP, Xerox Metacode, and HP PCL print streams, Adobe PDF, as well as ASCII and EBCDIC(K) text formats
- Maintains the format of print stream reports, including fonts, boxes, logos, and other graphics, as well as interpreting dynamic formatting to ensure exact electronic reproduction in industry-standard PDF format

- Includes forms-overlay capability to enable enhanced presentation for text-based reports
- Provides intelligent, automatic parsing and indexing of reports, including mixed report types, with a powerful, easy-to-use data extraction tool
- Supports multiple indexing rules for basic and complex report processing integration for delivery
- Releases reports automatically for management and viewing within ApplicationXtender and WebXtender browser client module
- Enables customer service representatives to see report information in the same way as customers, improving response to customer inquiries
- Allows reports to be viewed on workstations, accessed over the Web, or transmitted electronically via e-mail

#### An Automatic and Scalable Report Management Solution

- Allows you to process reports automatically in the background, facilitating immediate availability
- Includes powerful tools to audit system use and performance, including job status information and confirmation of job completion
- Enables integration with Documentum DiskXtender to ensure long-term availability and retention of report information, using whatever media best meets enterprise requirements (optical, WORM, tape, DVD, or CD-ROM)
- Enables integration with Documentum WorkflowXtender to trigger business processes during report processing

#### About Documentum

Documentum, a division of EMC, provides enterprise content management solutions that enable organizations to unite teams, content, and associated business processes. Documentum's integrated set of content, compliance, and collaboration solutions support the way people work, from initial discussion and planning through design, production, marketing, sales, service, and corporate administration. With a single platform, Documentum enables people to collaboratively create, manage, deliver, and archive the content that drives business operations, from documents and discussions to e-mail, Web pages, records, and rich media. The Documentum platform makes it possible for companies to distribute all of this content in multiple languages, across internal and external systems, applications, and user communities. As a result, Documentum customers, which include thousands of the world's most successful organizations, harness corporate knowledge, accelerate time to market, increase customer satisfaction, enhance supply chain efficiencies, and reduce operating costs, improving their overall competitive advantage.

For more information about Documentum, visit [www.documentum.com](http://www.documentum.com) or call 800.607.9546 (outside the U.S.: +1.925.600.6754).



**Documentum**  
6801 Koll Center Parkway  
Pleasanton, CA 94566-7047

phone 925.600.6800  
fax 925.600.6850  
[www.documentum.com](http://www.documentum.com)

# EMC Documentum WorkflowXtender

## Business process management for EMC Documentum ApplicationXtender

- The Big Picture**
- Model processes that realistically represent how people work together
  - Design, analyze, and develop automated business processes using a GUI-based process builder
  - Quickly identify bottlenecks and assign resources and work as needed
  - View current, pending, and completed work as well as work history from Windows or Web clients
  - Use Windows or Web clients to access workflow services that streamline business transactions, process flow, and operational activities throughout the organization

Business processes are becoming more complex and important in today's global economy. There are more people involved in each process, and they may be distributed widely throughout the organization and around the world. At the same time, customers, vendors, and partners are demanding greater responsiveness and efficiency. To increase business value for these constituencies, enterprises are looking for ways to streamline their business processes, eliminate delays and bottlenecks, and maximize productivity.

### Enhancing business efficiency

EMC Documentum<sup>®</sup> WorkflowXtender provides automated workflow management for documents and processes employed by individuals using Documentum ApplicationXtender. Through support for a collaborative work environment, WorkflowXtender improves throughput and productivity, thus enhancing business efficiency. It permits users to view and manage their tasks from within ApplicationXtender Windows or Web clients.

### Powerful administration

WorkflowXtender provides a customizable reporting system for managing and monitoring process performance. With WorkflowXtender, you can:

- Monitor, administer, control, and track performance metrics for all process management applications
- Quickly identify bottlenecks and assign resources and work as needed
- Leverage work reassignment and automated reminders to increase the efficiency of your business processes should business needs change
- View the status of user inboxes and reprioritize existing work

---

## Easy and flexible process development

WorkflowXtender integrates easily with other applications and enables you to provide additional functionality through automation agents. Use WorkflowXtender to:

- Rapidly design, analyze, and develop automated business processes using a GUI-based process builder
- Automate even the most complex processes
- Support sequential, parallel, conditional, rendezvous, and rule-based routing, as well as built-in process negotiation and exception handling
- Trigger workflow processes automatically based on actions taken within ApplicationXtender Windows or Web clients

## Collaborative work management

WorkflowXtender enables users to negotiate conditions of satisfaction during a workflow to realistically represent how they collaborate on a given task. WorkflowXtender provides:

- Reminders, past-due, and escalation alerts to increase productivity with enhanced process management
- Views of current, pending, and completed work as well as work history
- Automatic opening functionality for task-related documents
- Access to e-mail for notification and communication

## Gain control over business processes

WorkflowXtender is an integral part of the EMC Documentum ApplicationXtender family of information management solutions. It helps organizations improve the efficiency and productivity of information-centric business processes by automating the flow of information through the organization. With its unique, collaborative model for workflow, combined with the power of ApplicationXtender integrated imaging and document management software, WorkflowXtender can significantly increase your organization's overall efficiency.

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Pleasanton, CA 94566-7047  
1-925-600-6800  
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## Take the next step

To learn more, contact your local EMC Documentum sales representative or authorized value-added reseller at 866.464.7381. Or visit our website at [www.emc.com/documentum](http://www.emc.com/documentum)

# EMC Documentum AXIM

## Image-enable business applications without programming

- The Big Picture**
- Provides unsurpassed image-enabling technology that integrates virtually any business application with the ApplicationXtender repository
  - Maximizes investments in existing line-of-business systems
  - Integrates seamlessly without requiring initial or on-going programming and maintenance

Having timely access to critical business documents and information enables an organization to improve the quality of its business decisions and its customer service levels. AXIM allows users to quickly and easily access documents and other information directly from any business application running on their desktop.

### Unsurpassed image-enabling technology

EMC Documentum® ApplicationXtender Integration Module (AXIM) delivers an unsurpassed image-enabling technology that allows virtually any business application to be easily and seamlessly integrated with the EMC Documentum ApplicationXtender content management solution without programming. With this innovative solution, knowledge workers can retrieve business documents and information from the ApplicationXtender repository without leaving their desktop business systems. The revolutionary technology delivered by AXIM maximizes investments in existing line-of-business applications. Since employees can access information quickly and easily, they can use that information to empower their decisions and customer service related activities—allowing them to deliver higher levels of quality and service than ever before. AXIM's unique approach to image enabling delivers a number of end-user access capabilities and options including:

- Traditional “hot-key” activation of the retrieval/look-up request
- Innovative floating icon “drop target” requests
- Leading-edge voice-activated requests

These options provide a broad set of image-enabling capabilities beyond traditional text or Windows-based screen-scrape technologies. The floating icon drop target enables a user to capture any value, even from within a Web browser page—and use that value to retrieve relevant or “linked” information from the ApplicationXtender information repository. AXIM does not require initial or on-going programming and maintenance to integrate applications to the ApplicationXtender repository. Even basic desktop users can set up AXIM to function with all of their individual business applications, including Microsoft Office products, mainframe terminal emulators, and browser-based applications.

### Take the next step

To learn more, contact your local EMC Documentum sales representative or authorized value-added reseller at 866.464.7381. Or visit our website at [www.emc.com/documentum](http://www.emc.com/documentum)

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## About Documentum software from EMC

Documentum software from EMC Corporation includes enterprise content management solutions that enable organizations to unite teams, content, and associated business processes. With a single platform, EMC Documentum software enables people to collaboratively create, manage, deliver, and archive the content that drives business operations, from documents and discussions to e-mail, Web pages, records, and rich media. The Documentum enterprise content management platform makes it possible for companies to distribute all of this content in multiple languages, across internal and external systems, applications, and user communities. As a result of deploying Documentum, thousands of the world's most successful organizations are harnessing corporate knowledge, accelerating time to market, increasing customer satisfaction, enhancing supply chain efficiencies, reducing operating costs, and improving their overall competitive advantage.

For more information about Documentum enterprise content management, visit [www.emc.com/documentum](http://www.emc.com/documentum) or call **800.607.9546** (outside the U.S.: +1.925.600.5802).

## About EMC

EMC Corporation (NYSE: EMC) is the world leader in information storage systems, software, networks, and services, providing automated networked storage solutions to help organizations get the maximum value from their information, at the lowest total cost, across every point in the information lifecycle. Information about EMC's products and services can be found at [www.EMC.com](http://www.EMC.com)



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6801 Koll Center Parkway  
Pleasanton, CA 94566-7047  
1-925-600-6800  
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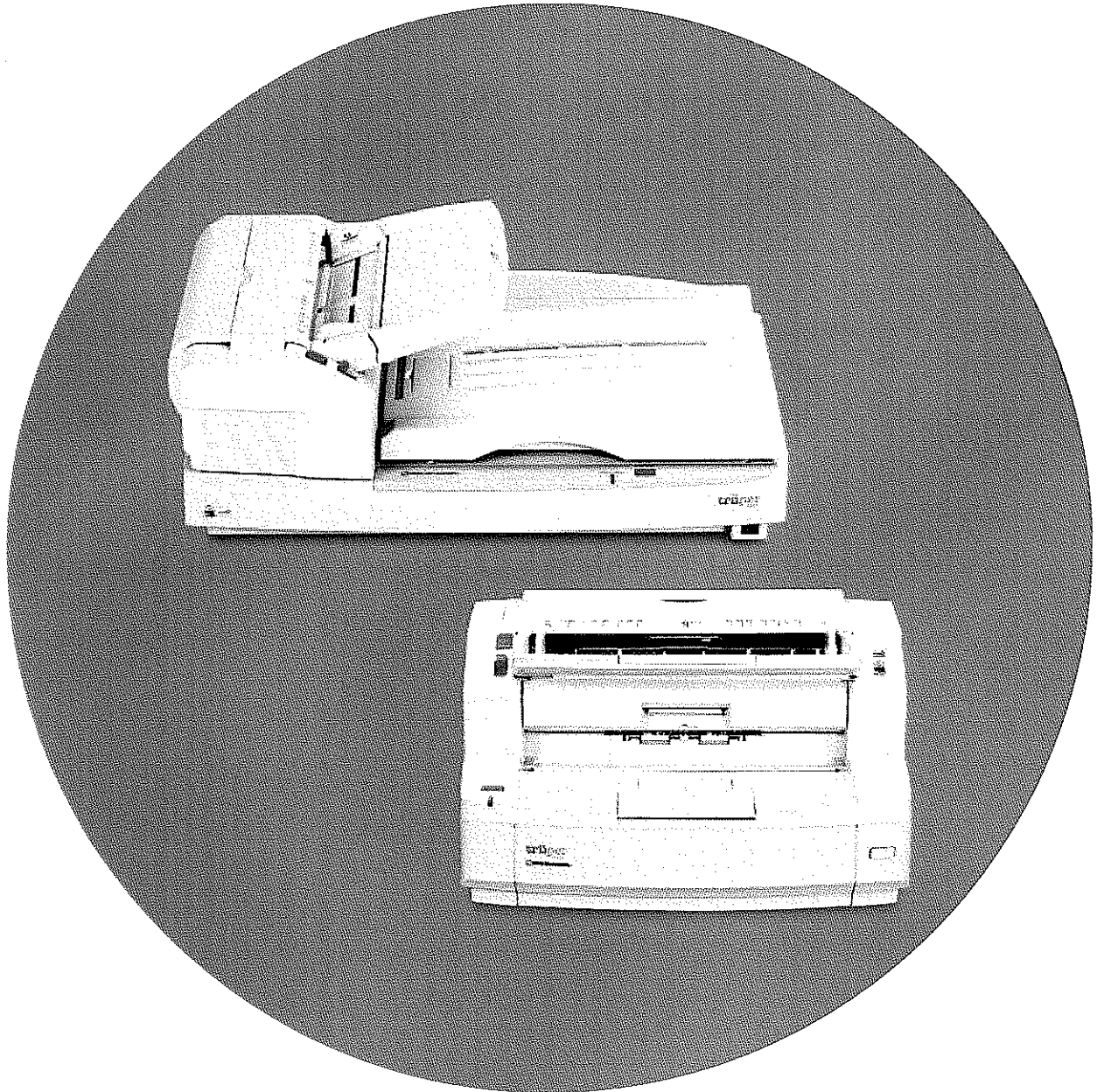
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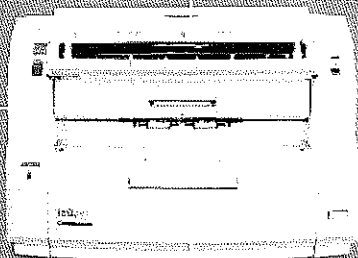
**trüper™**

The exceptional, fast-producing, ready-for-duty scanner.

**Truper: Speeding To The Top of Its Class** The low volume production scanner segment just got a little faster. Truper's unique combination of image quality, duty cycle and speed make it an attractive option for service bureau overflow, busy office environments and businesses with exception document scanning needs. With flatbed plus rotary, or rotary-only models, Truper can meet your diverse scanning needs.

**Small Footprint, Easy to Use**

With its small footprint and rotary style paper handling, Truper 3800 fits in small spaces and delivers an easy to use front end to any scanning application.



**Productive**

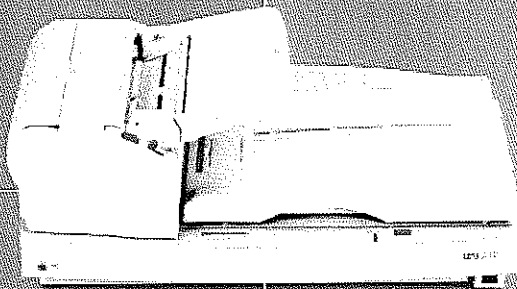
Ultrasonic Multifeed Detection catches double-feeds automatically so rescanning is not needed. Lower total cost of scanning.

**Exceptional**

Nearly double the duty cycle of other scanners in its class. 10,000 scans per day.

**Fast-Producing**

One of the highest scanning speeds in color, bitonal and grayscale. 62 pages per minute.



**Handles Fragile and Odd Sized Documents**

With the flatbed model, exception documents are no problem. Scan fragile records, bound documents and odd sized documents.



In addition to delivering the best of breed scanning technology and bundled feature sets – including VRS 4.0 Plus, Ultrasonic Multifeed Detection and Advanced Color Dropout – Trüper also delivers industry-leading value. Trüper increases scanning productivity and reduces the total cost of scanning, all at an affordable price. Whatever your scanning needs, Trüper helps you get it done faster and more efficiently. **Trüper and Böwe Bell + Howell. Always adding value.**



**VirtualReScan 4.0 Plus:  
A Feature Bundle That  
Saves You a Bundle**

With VRS 4.0 Plus, Trüper dramatically decreases document preparation time through its many efficiency enhancing features. Combining these features with high quality images and a high duty cycle makes Trüper an obvious choice for today's document management applications.

With Auto Color Detect, Blank Page Deletion and Auto Rotation included with VRS 4.0 Plus, you can reduce manual steps and operator intervention. These features produce measurable savings reducing the total cost of scanning.

**Auto Color Detect:  
Mix Color and Bitonal**

With Auto Color Detect, Trüper automatically senses color and bitonal documents. Auto Color Detect allows you to eliminate sorting documents by color, saving you time and effort in document preparation.

**Auto Rotation:  
Mix Landscape and Portrait**

Auto Rotation automatically adjusts the scanned documents, and displays them "right side up" as they are normally read. Auto Rotation reduces document preparation requirements, interruptions and operator intervention.

**Blank Page Deletion:  
Save File Size and Money**

With Blank Page Deletion, Trüper automatically detects and deletes blank pages when scanning in duplex mode. Blank Page Deletion reduces both scanned file size and document preparation requirements.

**High Quality Images**

Trüper delivers great image quality for today's document management solutions. Whether you scan barcodes, forms, invoices or patient records, you can be assured that a Trüper scanner will accurately and efficiently capture your image.

**Duty Cycle: Volume When You Need It**

Trüper's daily duty cycle of 10,000 pages per day sets the standard for low volume production scanning. You can be assured that Trüper will handle your needs for both ad-hoc scanning as well as production scanning in peak times.

**Speed:  
62 Pages Per Minute (PPM)**

In Color, Bitonal and Grayscale, Trüper provides accelerated throughput that ranks at the top of its production scanner class.

**Ultrasonic Multifeed Detection  
With Multifeed Ignore:  
Minimizes Rescans and Catches  
Multifeeds**

Developed by Böwe Bell + Howell, Trüper uses Ultrasonic Multifeed Detection technology to catch unintentional multifeed documents. For documents where a multifeed is necessary, such as envelopes, or pages with photographs or sticky notes, Trüper can be set up to allow those documents through. The Multifeed Ignore feature reduces the need to separate documents, thereby reducing rescans and document preparation time.

**USB 2.0:  
Drives Higher Speed Throughput**

Included with Trüper is USB 2.0, affording easy installation and accelerated document scanning throughput.

**Flatbed Plus Rotary and  
Rotary-only Models**

Trüper now comes in two models to meet your scanning needs, a rotary only model, Trüper 3600 and a flatbed plus rotary model, Trüper 3200. For scanning applications that include exception documents, choose the Trüper 3200. For instances where no exception documents need scanning, choose the Trüper 3600.

**Advanced Color Dropout:  
Optimized Forms Processing**

Users have the additional option of dropping out one or more color backgrounds simultaneously, on either side of a given document, while still capturing all color information in the foreground of the electronic image. Trüper's exceptional image quality provides improved OCR/ICR accuracy and barcode/patch code sensitivity, making it an excellent choice for healthcare, insurance, banking, law and government forms processing applications.

**User-Replaceable Parts:  
Reduce Service Calls**

With easy to change and easy to clean parts, ongoing maintenance can be handled by Trüper users. This reduces the number of service calls required to maintain your scanner's health. Both models use the same consumable kits, quickly eliminating the need to stock multiple kits for multiple scanners.

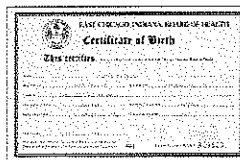
**Wider Automatic Document Feeder:  
Accepts Larger Documents**

Trüper's expanded document feeding capacity accommodates broader and over-sized "exception" documents cleanly and seamlessly. The expanded width also improves image crop and deskew in conjunction with the included VRS.

**Trüper 3200 Exception Scanning & High  
Duty Cycle For Its Class: A Unique  
Combination**

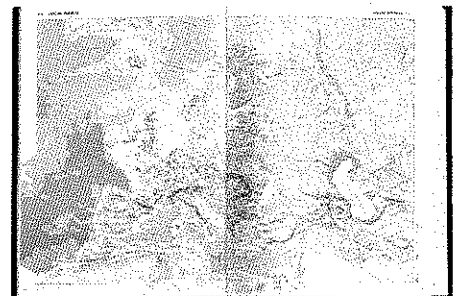
With the versatility to scan exception documents using its flatbed capability and the durability to deliver proven day-in, day-out duty cycles up to 10,000 documents – nearly double the industry average – Trüper 3200 truly offers the best of both worlds.

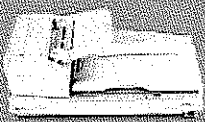
**Birth Certificate**  
Protects fragile, old or  
delicate forms



**Bound Documents**


Creates images from bound documents, such as the atlas pictured below





trüper™  
3200

trüper™  
3600

Scanning Mode	Simplex, Duplex and Flatbed		Simplex and Duplex	
Scanning Method	Direct CCD (charge coupled device), Xenon Lamps			
Scanning Speed	Binary 200 dpi	Simplex 62 ppm (pages per minute)		
Letter Size Portrait		Duplex 106 ipm (images per minute)		
	Color 200 dpi	Simplex 61 ppm		
		Duplex 106 ipm		
Resolution	Binary or Grayscale: 100-600 dpi (dots per inch) Color (with VRS): 100-400 dpi, Optical: 600 dpi			
Output Options	Bitonal, Grayscale (8 bit), and Color (24 bit)			
Image Enhancement	 VRS 4.0 Plus features include Auto Cropping, Deskew, Auto Brightness, Contrast Control, Auto Color Detect, Auto Rotation and Blank Page Deletion (Trüper 3600 with VRS 4.0 Standard features include Auto Crop, Deskew, Auto Brightness and Contrast Control)			
Document Size	Flatbed	Approximately 11.7 x 17 in. (297 x 432 mm for Trüper 3200 model only)		
	ADF	Scanning Size: Approximately 1.9 x 2.8 in. (48 x 70 mm) to 11.9 x 25 in. (302 x 635 mm)		
Paper Thickness (ADF)	2.0 to 5.9 mils (0.05 to 0.15 mm) Note: 1 mil = 1/1000 in.			
Paper Weight (ADF)	10.6 to 34 lbs. (40 to 127 g/m <sup>2</sup> )			
Feeder Capacity	200 Sheets of 17 lbs. (64 g/m <sup>2</sup> ) paper			
Scanner Size	30 x 20 x 11.4 in. (76 x 51 x 29 cm) Note: When the document cover is open, height is 22 in. (56 cm)		18.9 x 17.3 x 11.4 in. (48 x 44 x 29 cm) Note: When the document cover is open, height is 22 in. (56 cm)	
Scanner Weight	64 lbs. (29 kg)		47 lbs. (21 kg)	
Interface	USB 2.0 enhanced (cable included) or SCSI III (50 pin)		USB 2.0 enhanced (cable included)	
Power Requirements	AC 100 - 120 V, 50/60 Hz	AC 220 - 240 V, 50/60 Hz	AC 100 - 120 V, 50/60 Hz	AC 220 - 240 V, 50/60 Hz
Power Consumptions	Maximum (Scanning)	1.5 A	0.7 A	1.4 A
	Minimum (Standby)	0.6 A	0.3 A	0.6 A
	Sleep Mode	8 W	8 W	8 W
Environment	Operating Temperature and Humidity	Temperature 59°F to 86°F (15°C to 30°C) Humidity: 30% to 80% RH		
	Storage Temperature and Humidity	Temperature 32°F to 95°F (15°C to 35°C) Humidity: 10% to 80% RH		
Additional Features	End User Replaceable Feeder Rollers, Advanced Color Dropout, Switchable Background, Ultrasonic Multifeed Detect with Multifeed Ignore, Bar Code Recognition (VRS 4.0 Plus), MultiStream™ (Direct ISIS only)			
Additional Contents	Power Cord, USB 2.0 Cable, Roller Cleaning Kit, CD-ROM (Operation Manual, VRS, User Utility Software), Printed Documents (Quick Installation Checklist)			
Bundled Software	VCDemo, QuickScan™ Pro Demo Software			
Consumable and Accessory Options	S005504 Roller Cleaning Kit (Same as the Kit for Sidekick), S006043 Roller Exchange Kit, 0123030 Imprinter Kit, S005506 Imprinter Kit Cartridge (Same as the Kit for Sidekick), S006047 Shading Paper, S006049 Blower Accessory, S006110 Memory Upgrade Kit			
Imprinter Features	Pre-Scan, Front Page, 62 Characters			
Model Numbers	0103540 - VRS 4.0 Plus		0103550S - VRS 4.0 Standard 0103550P - VRS 4.0 Plus	
Model Numbers (CE Certified)	0103541 - VRS 4.0 Plus		0103551S - VRS 4.0 Standard 0103551P - VRS 4.0 Plus	


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www.bbhscanners.com Form #SD-207

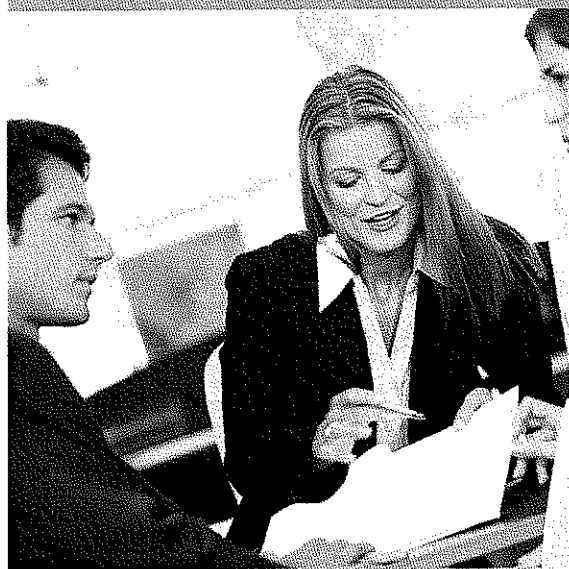


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# Canon

 Image Filing  
Systems

DR-2050C

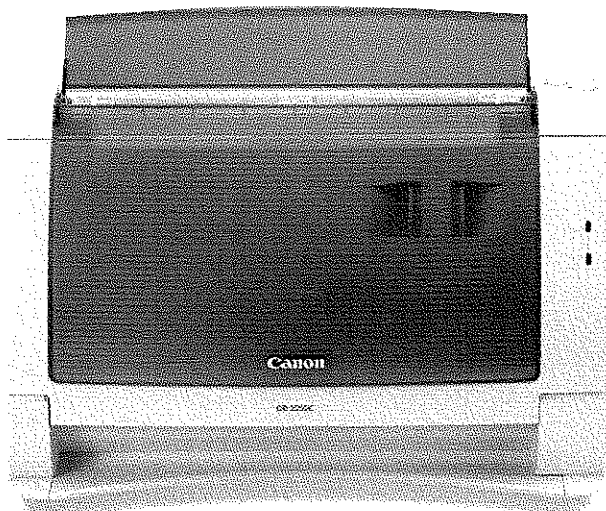


# DR-2050C

## IMAGE FILING SYSTEMS

### DESIGNED FOR TIGHT BUDGETS AND LIMITED WORKSPACES

Whether you're running a small business or managing distributed imaging applications, you need to trim the fat in technology investments. The Canon DR-2050C Color Scanner suits both tight budgets *and* tight spaces.



#### Making it Easier to Convert Vital Documents

Don't let the small footprint of the DR-2050C fool you. It offers high-quality image output, with resolution of up to 600 dpi for all your 24-bit color, grayscale, and black-and-white scanning needs. With scanning speeds of up to 20 pages or 40 images per minute\*, the DR-2050C was built to provide incredible throughput for high-performance duplex scanning. Superior speed and exceptional value are just the beginning of what makes Canon's DR-2050C scanner a leader in its class.

Productivity enhancement features truly set the DR-2050C apart from other workgroup scanners. Up to 100 user-preference profiles can be programmed and stored for fast, easy access to frequently used settings. A variety of user-friendly image processing functions, such as front and back Color Dropout, Text Enhancement, and Pre-Scan, help you to consistently capture document data with accuracy and simplicity. As an intelligent document scanner, the DR-2050C offers automatic image cleanup capabilities for removing blank pages and borders, document skew correction, and edge enhancement. And, it's uniquely equipped with a Folio function for scanning 11" x 17" paper sizes. Together, these features help make the DR-2050C color scanner a valuable addition to any workplace.

\* Examples based on typical settings, rated in pages/images per minute with letter-sized documents at 200 dpi unless specified. Actual processing speeds may vary based on PC performance and application software.



### Reliability Comes Standard

The DR-2050C scanner incorporates Canon's renowned, high-precision roller system that helps deliver smooth, jam-free feeding. Whether scanning single-page documents or multiple sheets of mixed document sizes and thickness, the DR-2050C scanner offers uninterrupted performance with one of the most reliable feeding systems in its category. It even handles multipart forms with a simple flip of the Bypass Switch for convenient, non-separation feeding.

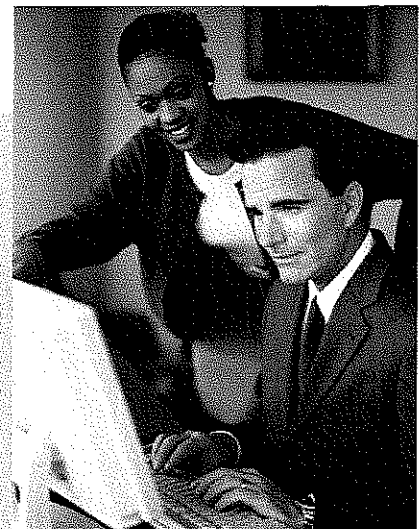
### More Than a Scanner, It's a Document Imaging System

Bundled with CapturePerfect® 3.0, Adobe® Acrobat® 7.0 Standard, and OmniPage®SE, you get more than a scanner when you purchase the DR-2050C. Canon's CapturePerfect application is loaded with unique, easy-to-use features, making image capture a more user-friendly experience. Offering a number of convenient scanning options, you can save, print, or e-mail scanned images with one-click simplicity. You can even project scanned images through a projector for business presentations. The Scan Area setting enables you to capture only the image data you need. CapturePerfect also provides flexible editing functions that allow you to insert or add images to an existing file, replace or delete specified pages, and combine and save multiple file formats.

Built-in OCR capabilities help make it easy to create searchable PDF files and generate file name indexing with CapturePerfect. Also, once scanned, the PDF security settings allow you to encrypt sensitive documents or control printing and editing rights to help you meet industry security requirements. Designed with a high-speed USB 2.0 interface and bundled with the latest document imaging software, you'll find that the DR-2050C is a small investment worth making.

### Add High Performance and Productivity to Your Busy Office

Leave it to Canon to provide your office with innovative technology at an affordable price. The DR-2050C gives you fast, high-performance duplex scanning in a compact, sleek package. Not only will you enjoy the ease-of-use built into the DR-2050C color scanner, but you'll soon discover that it's time and money well spent.



# DR-2050C

## DR-2050C Specifications

Type: Compact Color Document Scanner  
Item Number: 0433B002AA  
Document-feeding: Automatic or Manual  
Document Size  
Width: 2.1" - 8.5"  
Length: 2.8" - 14"  
Weight  
Automatic-feeding: 14 - 32 lb. Bond  
Manual-feeding: 11 - 40 lb. Bond  
Feeder/Stacker Capacity: 50 Sheets (Letter)  
Grayscale: 8-bit  
Color: 24-bit  
Scanning Element: Contact Image Sensor (CMOS)  
Light Source: RGB LED  
Scanning Modes: Simplex, Duplex, Color, Grayscale, Black and White

Dropout Color: RGB  
Optical Resolution: 600 dpi  
Output Resolution: 100/150/200/240/300/400/600 dpi  
Scanning Speeds\*  
(LTR Portrait @ 200 dpi)  
Black and White: 20 ppm 40 ipm  
Grayscale: 20 ppm 40 ipm  
Color: 7 ppm 12 ipm  
Color @ 150 dpi: 10 ppm 20 ipm  
Interface: USB 2.0  
Scanner Drivers: For Windows® 98/2000/Me/XP  
Bundled Software: ISIS/TWAIN Driver, CapturePerfect 3.0, Adobe Acrobat 7.0 Standard, OmniPage SE  
Dimensions (H x W x D): 7.8" x 11.7" x 3.9"  
Weight: Approx. 5 lb.

Power Consumption: Max. 13W  
(Energy Saving Mode: 4W or less)  
Daily Duty Cycle: Approx. 700 Scans  
Options: Exchange Roller Kit  
(Item No.: 7982A001)  
Carrying Case

\*Examples based on typical settings, rated in pages/images per minute with letter-sized documents at 200 dpi unless specified. Actual processing speeds may vary based on PC performance and application software.

### NOTE:

The DR-2050C has been tested for compatibility with many of the industry's leading document management solution providers. Please visit the scanner's product page on Canon U.S.A.'s Web site at [www.usa.canon.com](http://www.usa.canon.com) for a comprehensive compatibility listing.

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Capture Perfect





Dual Core Intel® Xeon® 5050, 2x2MB Cache, 3.00GHz, 667MHz FSB	19D30	[222-5258]	1
Additional Processor: FREE SECOND PROCESSOR! Xeon 5050, 2x2MB Cache, 3.00GHz	2PD3R	[465-8727]	2
Memory: 2GB 533MHz (4x512MB), Single Ranked Fully Buffered DIMMs	2G4D5S	[311-5727]	3
Operating System: Windows Server® 2003 R2, Standard Edition, Includes 5 CALs	WSR2S	[420-5796]	11
OS Partitions: 16GB Microsoft OS Partition Override	16GBPAR	[420-4076]	37
Primary Controller: PERC 5/i, PCI-Express, Integrated Controller Card	PERC5II	[341-3018]	9
Hard Drive Configuration: Integrated SAS/SATA RAID 5, PERC 5/i Integrated	MSR5C	[341-4020]	27
Primary Hard Drive: 250GB, SATA, 3.5-inch, 7.2K RPM Hard Drive	250S2	[341-3803]	8
2nd Hard Drive: 250GB, SATA, 3.5-inch, 7.2K RPM Hard Drive	250S2	[341-3803]	23
3rd Hard Drive: 250GB, SATA, 3.5-inch, 7.2K RPM Hard Drive	250S2	[341-3803]	54
4th Hard Drive: 250GB, SATA, 3.5-inch, 7.2K RPM Hard Drive	250S2	[341-3803]	51
5th Hard Drive: 250GB, SATA, 3.5-inch, 7.2K RPM Hard Drive	250S2	[341-3803]	52
Cables: Hard drive cable for configurations with more than 4 hard drives	HDCBL	[310-8432]	20
Network Card: Single Embedded Broadcom® NetXtreme II 5708 Gigabit Ethernet NIC	OBNIC	[430-1764]	13
TCP/IP Offload Engine Enablement: Broadcom TCP/IP Offload Engine Not Enabled	NTOEKEY	[430-1765]	6
Removable Disk and Tape Drives: No Internal Tape Drive	NOTBU	[341-4205]	15
Tape Backup Software: Symantec Backup Exec v11d Quickstart Edition Suite	SBEQKST	[410-0812]	25
MS SQL Server: Microsoft® SQL Server™ 2005 Standard (5 CAL), OEM, NFI	SQ25S5	[420-5698]	39
Documentation: Electronic Documentation and OpenManage CD Kit	EDOCS	[310-8292]	21
CD/DVD Drive: 48X IDE CD-RW/DVD-ROM Drive	CDRWDVD	[313-4571]	16
Floppy Drive: No Floppy Drive	NOFD	[341-3052]	10
Keyboard: Keyboard, USB	USBK4	[310-8170]	4
Monitor: Dell E177FP, Flat Panel, 17.0 inch Viewable Image Size	17LCD	[320-5091]	5
Mouse: No Mouse Option	NOMSE	[310-0024]	12
Hardware Support Services: 3Yr BASIC SUPPORT: 5x10 HW-Only, 5x10 NBD Onsite	U3OS	[980-0412][980-7030] [985-3298][985-3307] [985-3317]	29
Installation Support Services: No Installation Assessment	NOINSTL	[900-9997]	32