



Networking Infrastructure Solutions  
Business Process and Integration  
Information Worker Solutions  
ISV/Software Solutions

# Integrated Digital Systems/ScanAmerica, Inc. Capability Statement

(with Business Information Summary)

*A Vietnam Era Veteran Owned Small Business*

**GSA 00Corp Consolidated Contract # GS-00F-0006P**

( Group 70 and Group 36 Combined)

Manufacturer and Solutions Provider of Workflow, ECM and Electronic Document/Records Management Systems

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INTEGRATED DIGITAL SYSTEMS - CONFIDENTIAL - JANUARY 2009

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business partner



### Executive Summary

The following are some of the areas Integrated Digital Systems has demonstrated its capabilities over the past 14 years:

#### Key Areas of Expertise:

- Manufacturer of Secure, Scalable and Affordable Electronic Document/Records Management and workflow Systems.
- Business Process Management consulting and development of related BPM products
- Secure and Scalable Web Based Information Sharing, Hosting, Collaboration and Archive Portals.
- Paper Records, Posters, C-E Engineering Drawings, Books, Maps, Land Records, and Photo restoration, digitizing, and hosting with web based remote access, capture and storage.
- Extensive Experience ( 10 + years) with products from Kofax, Adobe, Fujitsu Scanners, HP Products, Xerox DocuShare, EMC iManage, Panasonic, Global 360 ( Keyfile/Keyflow), Microsoft, A2iA( OCR, ICR, OMR Recognition), FileNet products, Sony Storage, and more.
- Medical Records and Film ( X-ray, & Mammograms) Digitization ( HIPAA Compliant Processing Facility)
- Microsoft Product Support and Integration Services ( Visual Studio 2005 and 2008 Development, SharePoint/MOSS 2007, BizTalk, InfoPath Forms, Windows2003 &2008 Server, 2005-2008 MSSQL, XP, Vista, Office2003 & 2007 )

- Certified for Microsoft Desktop Deployment Planning Services for VISTA and Office2007
- Design, Build, and Manage small to large customer Scanning Centers using Kofax & IDS Technology
- Secure Production Level Document and Data Conversion Services
- Forms, Surveys and Data Capture Services
- Capture and Archive Services
- Infrastructure Drawings Capture and Secure Sharing for First Responders

Since 1995, Integrated Digital Systems/ScanAmerica, Inc. (IDS) has achieved the following:

- ✚ Microsoft Certified Partner for past 14 years,
- ✚ Microsoft Gold Certified Partner (2003, 2004, 2005, 2006, 2008, 2009, 2010) with five certified areas of competency,
- ✚ Virginia SWAM Certified Small Business,
- ✚ Vietnam Era Veteran-Owned Small Business,
- ✚ eVA and GSA Partner,
- ✚ Manufacturer of document capture, workflow, ECM and electronic document/records management software products and solutions,
- ✚ Since before 1995 provided Federal, State and Local government, Educational Institutions, Healthcare Providers and Commercial Clients with document conversion services, document management solutions, business process management consulting, workflow process design, digital imaging integration and data processing services.

IDS trained, certified and experienced personnel provide commercial, healthcare and government customers with:

- + Document and film scanning services,
- + Electronic document/records management solutions,
- + Electronic medical records management,
- + Students records management,
- + Correspondence management systems,
- + Business Process Re-engineering Consulting,
- + Workflow solutions,
- + Custom imaging solutions,
- + Intra/Internet solutions and design services,
- + HIPAA and Sarbanes-Oxley-compliant products,
- + Digital signing, biometric identification and security products (PKI),
- + 508C integration and support,
- + Litigation support services,
- + Collaborative Hosting Services
- + Technical support, installation, maintenance,
- + Third party product integration.
- + Hosting services for disaster recovery, and back-up.

Senior technical staff represent over 50 man years of experience designing, programming and integrating imaging, networks, hardware and solutions. Services provided include, but are not limited to, business process re-engineering consulting, imaging solutions, paper records conversion, data capture and data entry, document management, application services (ASP), secure document web-based hosting services (DigitalEdocs.com), network configuration and Internet design, product development, integration, installation, paper and film conversion services,

quality control, document preparation, indexing, and programming services featuring the full line of Microsoft and other related products.

### *IDS Business Structure and Capabilities*

#### *Manufacturer of Document Management Software products:*

IDS products, Microsoft products and other third party products are used in concert with our technical expertise to define develop and implement state of the art electronic document management, workflow, enterprise content management, and medical record solutions for the latest Microsoft operating environments. IDS products include:

- ✚ Edge2007™,
- ✚ Edge2004™
- ✚ EdgeDesktop™ ( Basic, Sharepoint, EdgeVault™ and DocuShare versions)
- ✚ Cascade™ - Strategic Planning and Performance Based Budgeting
- ✚ EdgeVault™,
- ✚ Edge Web Link™,
- ✚ MedDocs™
- ✚ MedLink™
- ✚ Edge Workflow™
- ✚ MFD Direct™
- ✚ As well as numerous products developed for various hardware vendors like Xerox, Konica, Canon and others.

IDS specializes in providing products that are designed to be complete, open, web-enabled, commerce-enabled, PKI and certificate-based enterprise solutions using our integrated stand-alone security or Active Directory Services for Password and User ID management. IDS provides complete proof of concept solutions that include installation services, document conversion and

process assessment services that result in improved quality and productivity in your business process(es).

***Secure Collaboration and Sharing Solutions:***

IDS delivers a wide selection of secure web-based collaboration and document/records sharing products to meet our customer's need. These include Edge Web Link™, HealthEDocs™, DigiTaledocs™, MOSS 2007™, EdgeVault™ and Xerox DocuShare™. These products represent the best solutions available today.

***Business Process Workflow Solutions:***

Today, the managing of your business or agency is even more critical than it was just a few years ago. With the introduction of web-based services and web-based information management, competition is even greater. Interaction and control over internal processes and those of your customers have become an integral part of managing your business. IDS views this process as an absolutely essential step in the development of productive and effective document management, collaboration and workflow systems. IDS Edge Workflow™ product and business process re-engineering services provides you with the ability to manage your valuable business information, secure your documents, track your business process, and make the best use of your customer and business information by applying and automating those rules that apply to your business.

To validate these processes and rules IDS offers Business Process Management Study Services as a pre-installation and project definition process to document and flow your business while defining the steps needed to implement a realistic and effective process.

Once this process is completed and management concurs with findings and recommended improvements, the final design is then transitioned into automated rules-based flow templates.

These templates are now made available to staff and management as an integrated daily process.

The cost that can be saved through the proper and effective application of a Business Process Study quite often is substantial when compared to the replacement or redesign of ineffective systems. Quite often the initial steps in establishing and effective system are rushed and not properly evaluated.

***Microsoft Gold Certified Partner:***

IDS has been part of the Microsoft Certified Partner Program for 14 years. We've met the most stringent staff certification and product quality requirement over this period of time. For the past three years IDS has maintained a Gold Certified Partner status with ISV, Information Worker Solutions, Business Process Integration, Data Management and Network Solutions competencies. IDS has the ability to provide our clients full services and support for Microsoft products and services. Dedicated certified staff members make up the IDS team.

***Conversion Services:***

Our Production Scanning and Data Centers are located within the Washington, D.C. technology corridor in Manassas, Virginia, and Jamestown New York and are equipped with the latest security, computer equipment, software, scanning stations, web servers, scanners, and imaging products. The Manassas Center includes a DoD Compliant SCIF for processing sensitive and classified documents, patient medical records and data. The Center can process millions of documents a year. The Center is managed based on established and documented best practices processing methodology, policy, procedures and controls to insure the highest quality of electronic documents and data that can be achieved. Years of experience have been documented and implemented with the continuous application of new and best practices to meet customer demands.

IDS excels in providing the following conversion services:

- Paper document capture ( 3" X 5" to E Size large format drawings),
- Graphic Image scanning and restoration.
- Old document conversion and restoration
- Electronic or Paper document to XML Conversion ,
- Film & Microfiche Conversion
- Adobe searchable PDF creation,
- PDF to RTF or Word Conversion
- Forms and Zonal Data capture and validation,
- Barcode Forms capture,
- Video and Slide production to digital image and restoration
- OCR, ICR, OMR, and Cursive conversion.
- Scan to Remote Site services
- Scan to Word 2003

The Center provides a secure document vault located inside the SCIF Area to protect customer documents, records and information assets during the process. Pricing is very competitive with the less secure offshore options.

***Remote Hosting Services:***

Secure document, application, data hosting and exchange services portals have been designed to provide maximum protection and security for our customers and their knowledge objects.

***Secure Hosting: Secure Hosting Services:***

Hosting facilities are located within our Secure Data Center with limited access. We also offer a complete hosting service through [www.digitaledocs.com](http://www.digitaledocs.com) and [www.healthdocs.com](http://www.healthdocs.com) that takes

your paper, microfilm, and microfiche, x-rays and provides indexing, cataloging, search and secure sharing of images in a real-time, secure database for online access through the Internet. This is an excellent solution for business, government, and other applications that takes care of everything you need in one simple program.

***Integration and Support Services:***

IDS integration expertise provides the ability to implement custom solutions and assist with the design, development and deployment of third party products, and programming interfaces or custom scripting. This unique IDS design and integration capability ensures that the new system will meet your needs to connect to multiple third party and IDS software applications. The design and integration services are provided using programming languages such as Visual Studio 2008, VB .NET, Visual Basic 6.0, JAVA2, HTML, DHTML, XML, XAML, XSL, ASP, SOA, SOAP and Software Development Kits (SDK) provided by Microsoft, Oracle, and Kofax,

**Performance and History**

***The IDS performance and capability reference short list consist of over 200 Agencies, State and Local Governments, Healthcare Providers, Schools, and Commercial Accounts. IDS has always received exemplary reviews from its customers. In December 2008 in an independent survey by D&B Open Ratings our customers rated us 90%+ for performance. We practice the Proof of Concept theory and business model. If it doesn't do what we said it will do then the customer doesn't pay. IDS Delivers!!!***

Financially, IDS has achieved one of the best ratings from Dun & Bradstreet as well as GSA during its financial responsibility reviews. IDS just recently passed it's first 5 year GSA review

under our 20 year contract. Historically, IDS focused on its development of the federal market place. Over the past four years IDS has advanced it's presence in state, local government, healthcare and commercial markets. With over 60 Reseller/Partners, coverage has grown significantly. IDS has been successful through its focus on providing and supporting document management, ECM and workflow software, hardware platform design, conversion, configuration, project management, customization services, installation, bid, and helpdesk support.

**Business Information Summary**

**Legal Name:** Integrated Digital Systems / ScanAmerica, Inc.

**Current Address:** 9817 Godwin Drive  
Manassas, Virginia 20110 (effective 9/1/2005)

**Prior Address:** 10126 Residency Road (8 years)  
Manassas, Virginia 20110

**Phone No.:** 1-703-368-2887 (voice)  
1-703-368-2393 (fax)  
1-800-283-0999 (HelpDesk and support)

**Internet:** Corporate Site: <http://www.idss.net>  
Product Site: <http://www.edgedepot.com>  
Healthcare Site: <http://www.meddocscentral.com>  
Hosting Site: <http://www.digitaledocs.com>  
EHR Host Site: <http://www.healthedocs.com>

**Other Offices:** Jamestown, New York ( IDS Virtual Depot, Inc.)

**GSA Contract #:** GS-00F-0006P

**D&B Open Rating:** 90%+, December 2008

**Cage Code No.:** 039G9  
**Federal ID No.:** 54-174-7545  
**Tax Exempt No. :** 0016689701 - Virginia  
**Duns No. :** 19-827-6826  
**SBA Status:** Vietnam Era Veteran Owned Small Business  
**Virginia MBDE:** Virginia Certified Small Business (SWAM)  
**DOD:** CCR registered Contractor  
**ORCA:** Registered for Certifications and Representations  
**NAICS:**  
425110 Business to Business Electronic Markets  
511210 Software Publishers  
514210 Data Processing Services  
518210 Data Processing, Hosting and Related Services  
541511 Custom Computer Programming Services  
541512 Computer Systems Design Services  
541519 Other Computer Related Services  
541611 Adm. Management and General Management Consulting Services  
561410 Document Preparation Services  
561499 Other Business Services

**No. Employees:** Peak Production – 35  
Core with Technical Professionals – 12

**Technical Contact:** Brian Lemaster – [lemaster@idsscan.com](mailto:lemaster@idsscan.com)  
**Contracts Contact:** Larry Hunt - [ldhunt@idsscan.com](mailto:ldhunt@idsscan.com)  
**Sales Contact:** [sales@idsscan.com](mailto:sales@idsscan.com)

**Product Resellers/Partners:** 40 Worldwide (listed at website)