

# Working with Vendors: LaserFiche and its Impacts



# DWQ's 401 Certification Program



## Electronic Document Management Project

Grant Award

Business Process

Collaboration Efforts

Vendor Selection

Hardware/Software  
Purchasing Process

Retention Schedule

Document  
Conversion Cost

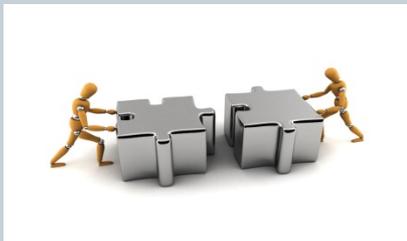
# Laying a foundation for Collaboration



# Perspectives for Vendors

## Implementation Perspective

- What is the short-term and long-term scope of the project?
- Has the vendor had similar experience with other clients?
- What are some of the risks with this type of project?



## Product Perspective

- Does the product meet the requirements of the project?
- Is the product certified to meet required standards (DoD 5015.2 for example)?
- Can the vendor provide a proof of concept prior to contract executions?

# LaserFiche: Electronic Document Imaging Software

## Values Added

- Adaptable
- Web Based Public Access
- Quick Staff Training Time
- Concurrent Licenses
- Modular
- Access Rights
- Growth Expansion
- Staff Access State-wide
- Retention
- Security
- Cost Effective

<http://www.laserfiche.com/en-us/>



# Creating Long Term Vendor Relations



IT Staff

Cultural Resource Staff

Scanners

Maintenance  
Agreements

Outsourcing

Storage Cost



Software Vendors

# REWARD



# Questions???

