

APPENDIX A - RESPONSES TO SPECIFICATIONS

VENDOR RESPONSES TO RFI REQUIREMENTS																				
	◆ Indicates Customization or Third Party Application	✓	Indicates Out of the Box																	
	Responder Technology Base	ASG	AST Oracle	CDW FileNet	Chavez HP	DataBank OnBase	ecoFILE Laserfiche	Gimmal SharePoint	HCLA FileNet	IBM FileNet	iDatix	ImageSoft OnBase	Knowledge Lake SharePoint	Laserfiche Laserfiche	OpenText OpenText	Perceptive Perceptive	Privia SpringCM	Summit 7 SharePoint	Unisys Unisys	Companion Data Services DocFinity
Document Imaging Specifications																				
1	Does the ECM provide imaging softw are to import basic scanned documents?	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	◆	✓	✓
2	Does the ECM support the follow ing imaging capabilities:																			
	Optical Character Recognition (OCR)	✓	✓	✓	◆	✓	✓	✓◆	✓	✓	✓	✓	✓	✓	✓	✓	◆	◆	◆	◆
	Intelligent Character Recognition (ICR)	✓	✓	✓	◆	✓	✓	✓◆	✓	✓	◆	✓	✓	◆	✓	✓	◆	◆	◆	◆
	Optical Mark Recognition (OMR)	✓	✓	✓	◆	✓	✓	✓◆	✓	✓	✓	✓	✓	✓	✓	✓	◆	◆	◆	◆
	Optical Bar Code Reader (OBR)	✓	✓	✓	✓	✓	✓	◆	✓	✓	✓	✓	✓	✓	✓	✓	◆	◆		◆
	Mobile Capture – smart phones and other mobile devices	✓	✓	✓	✓	✓	✓	◆	✓	✓	✓	✓	✓	✓	✓	✓	◆	◆	✓	✓
3	Is the system compatible with Multi-functional Devices (MFDs) i.e. copiers, mobile device capture, fax server, email, and file import?	✓	✓	◆	✓	✓	✓	✓◆	✓	✓	✓	✓	✓	✓	✓	✓	✓	◆	✓	✓
4	Does the system have the capability to do batch scanning and indexing?	✓	✓	✓	✓	✓	✓	✓◆	✓	✓	✓	✓	✓	✓	✓	✓	✓	◆	✓	✓
5	Does the system provide the ability to capture index information from scanning/capture softw are?	✓	✓	✓	✓	✓	✓◆	✓◆	✓	✓	✓	✓	✓	✓	✓	✓	✓		✓	✓
Comments in this Section (See Appendix B)			☒	☒	☒	☒	☒	☒	☒	☒	☒			☒	☒	☒	☒	☒	☒	☒
Content Management Specifications																				
1	What kind of navigational capabilities does your solution support:																			
	§ Folders (similar to MS Window s Explorer)	✓	✓	✓	✓	✓	✓	✓	✓	◆	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	§ Key w ord search	✓	✓	✓	✓	✓	✓	✓◆	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	§ Formal taxonomy using document types and classes	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓◆	✓	✓
	§ All of the above	✓	✓	✓	✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓◆	✓	✓
2	Does your solution support remote access to the ECM system, i.e. for staff that w ork in the field and have the need to enter documents from the field?	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	◆	✓	✓

◆ Indicates Customization or Third Party Application ✓ Indicates Out of the Box

Responder Technology Base	ASG	AST Oracle	CDW FileNet	Chavez HP	DataBank OnBase	ecoFILE Laserfiche	Gimmel SharePoint	HCLA FileNet	IBM FileNet	iDatix	ImageSoft OnBase	Knowledge Lake SharePoint	Laserfiche Laserfiche	OpenText OpenText	Perceptive Perceptive	Privia SpringCM	Summit 7 SharePoint	Unisys Unisys	Companion Data Services DocFinity
3 Does your solution provide access to documents on a public-facing online system?	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
4 Does the ECM support multiple naming and archiving processes?	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
5 Does the ECM fully integrate with Microsoft Office applications (Word, Excel, PowerPoint, etc.)?	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
6 Does the ECM fully integrate with Microsoft Exchange?	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	◆	✓
7 Does your solution support email archiving and management capabilities?	✓	✓	✓	✓	✓	✓	✓◆	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
8 Does the ECM allow access to documents by an Apple iOS or Android device?	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
9 Does the ECM allow access to documents via web browser? If so, list the compatible browsers and versions in the Comments section.	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
10 How does the solution manage documents with a retention policy?	✓	✓	✓	✓	✓	✓	◆	✓	✓	✓	✓	✓	✓	✓	✓	✓	◆	✓	✓
11 Provide examples of reports that can be used to ensure retention policies are being adhered to.	✓	✓	✓	✓	✓	✓	◆	✓	✓	✓	✓	✓	✓	✓	✓	✓	◆	✓	✓
12 Search Capabilities	<input type="checkbox"/>		<input type="checkbox"/>				<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>
§ Will the system accommodate full text OCR to search for and retrieve files?	◆	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
§ Does the ECM offer web-based and desktop client interface search and retrieval?	✓	✓	✓	✓	✓	✓	◆	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
§ Does the ECM accommodate "Full Text Indexing" (i.e. OCR) to search for and retrieve files?	◆	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
§ Does the ECM allow users to configure custom searches that they commonly use?	✓	✓	✓	✓	✓	✓	◆	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Comments in this Section (See Appendix B)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Automated Workflow Specifications																			<input type="checkbox"/>
1 Does your ECMS support document-centric, author-review-approve automated workflow capabilities?	◆	✓	✓	✓	✓	✓◆	◆	✓	✓	✓	✓	✓	✓	✓	✓	✓	◆	✓	✓
2 Does your ECMS support workflow automation for processing:	<input type="checkbox"/>		<input type="checkbox"/>				<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>
▪ E-forms for internal purposes	◆	✓	✓	✓	✓	✓	◆	✓	✓	✓	✓	✓	✓	✓	✓	✓	<input type="checkbox"/>	✓◆	✓
▪ E-forms for external customer purposes	◆	✓	✓	✓	✓	✓	◆	✓	✓	✓	✓	✓	✓	✓	✓	✓	◆	✓	✓
▪ Work items (documents, reports, etc.)	✓	✓	✓	✓	✓	✓	◆	✓	✓	✓	✓	✓	✓	✓	✓	✓	◆	✓	✓
▪ Automatic notifications and emails	✓	✓	✓	✓	✓	✓	◆	✓	✓	✓	✓	✓	✓	✓	✓	✓	◆	✓◆	✓
▪ Workflow status tracking	✓	✓	✓	✓	✓	✓	◆	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓◆	✓◆	✓

◆ Indicates Customization or Third Party Application		✓	Indicates Out of the Box																	
Responder Technology Base		ASG	AST	CDW	Chavez	DataBank	ecoFILE	Gimmel	HCLA	IBM	iDatix	ImageSoft	Knowledge Lake	Laserfiche	OpenText	Perceptive	Privia	Summit 7	Unisys	Companion Data Services
		Oracle	FileNet	HP	OnBase	Laserfiche	SharePoint	FileNet	FileNet		OnBase	SharePoint	Laserfiche	OpenText	Perceptive	SpringCM	SharePoint	Unisys	DocFinity	
3	Does the system allow users to perform workflow activities using a standard web browser such as Internet Explorer and Mozilla Firefox?	✓	✓	✓	✓	✓	◆	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	◆	✓	✓
4	Does workflow allow users to define conditions?	✓	✓	✓	✓	✓	◆	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	◆	✓	✓
5	Can workflow be automated for a specific document type and workflow template?	✓	✓	✓	✓	✓	◆	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	◆	✓	✓
6	Does the workflow include E-signature capabilities?	◆	✓	✓	✓	✓	◆	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	◆	✓	✓
Comments in this Section (See Appendix B)		☒	☒	☒		☒	☒	☒	☒	☒	☒	☒		☒		☒	☒	☒	☒	☒
Records Management Specifications																				
1	Include the use of back end migration to optical storage or similar technology that meets the State of Montana legislative compliance requirement for permanent records storage of documents. There should be assurance that records stored in the system cannot be altered.	✓	✓	✓	✓	✓	◆	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
2	Create, edit and manage a corporate "file plan" / records retention schedule, which contains information used to classify records.	✓	✓	✓	✓	✓	◆	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
3	Create and manage the record folders (and folder volumes) that are available to help organize the file plan.	✓	✓	✓	✓	✓	◆	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
4	Configure the system to easily declare objects as records in native authoring tools and specify which object classes and properties to manage.	✓	✓	✓		✓	◆	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
5	Create and manage records retention rules.	✓	✓	✓	✓	✓	◆	✓	◆	✓	✓	✓	✓	✓	✓	✓	✓	✓◆	✓	✓
6	Create and manage physical boxes, folders and records.	✓	✓	✓	✓	✓	◆	✓	✓	✓	✓	✓	✓	◆	✓	✓	◆	◆	◆	✓
7	Search for categories, folders and records.	✓	✓	✓	✓	✓	◆	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		✓
8	Place holds against record categories or search results.	✓	✓	✓	✓	✓	◆	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
9	Identify appropriate metadata for all formats and sources.	✓	✓	✓	✓	✓	◆	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
10	Manage various record image / formats in an integrated manner.	✓	✓	✓	✓	✓	◆	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
11	Maintain the relationships between records and files, between file series and the file plan.	✓	✓	✓	✓	✓	◆	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
12	Retrieve information for personal use or to comply with Freedom of Information Act / discovery requests.	✓	✓	✓	✓	✓	◆	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
13	Construct and manage audit trails and track system usage by department and user.	✓	✓	✓	✓	✓	◆	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	◆	✓	✓
14	Manage the integrity and reliability of records once they have been declared as such.	✓	✓	✓	✓	✓	◆	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	◆	✓	✓

♦ Indicates Customization or Third Party Application		✓	Indicates Out of the Box																		
Responder Technology Base		ASG	AST	CDW	Chavez	DataBank	ecoFILE	Gimmel	HCLA	IBM	iDatix	ImageSoft	Knowledge Lake	Laserfiche	OpenText	Perceptive	Privia	Summit 7	Unisys	Companion Data Services	
		Oracle	FileNet	HP	OnBase	Laserfiche	SharePoint	FileNet	FileNet		OnBase	SharePoint	Laserfiche	OpenText	Perceptive	SpringCM	SharePoint	Unisys	DocFinity		
15	Identify records that are due for disposal when their prescribed retention periods elapse, managing the disposal process.	✓	✓	✓	✓	✓	✓	♦	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓♦	✓	✓	
16	Provide a seamless integration of the ERMS (providing the records management logic) with an ECMS,	✓	✓	✓	✓	✓	✓	♦	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓♦	✓	✓	
17	Records Manager Application will be a 100% Web-browser based application.	✓	✓	✓	✓	✓	✓	♦	✓	✓	♦	✓	✓	✓	✓	✓	✓	✓♦	✓	✓	
18	Views file plans and retention and disposition policies.	✓	✓	✓	✓	✓	✓	♦	✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	
19	Provide interface capabilities to existing systems that create electronic records, via an application program interface (API) to integrate properly with the proposed ECMS.	✓	✓	✓	✓	✓	✓	♦	✓	✓	✓	✓	✓	✓	✓	✓	♦	✓	✓	✓	
20	ERP integration: support enterprise resource planning (ERP) systems APIs.	✓	✓	✓	✓	✓	✓	♦	♦	✓	✓	✓	✓	✓	✓	✓	✓	✓	♦	✓	
21	Typical Reports: Including, but limited to, the following:																				
	o Ready for Destruction report	♦	✓	✓	✓	✓	✓	♦	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	♦	✓	
	o Future Disposition Schedules report	♦	✓	✓	✓	✓	✓	♦	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	♦	✓	
22	Maintain the relationships between records and files, between file series and the file plan.	✓	✓	✓	✓	✓	✓	♦	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
23	Retrieve information to comply with Freedom of Information Act / discovery requests.	✓	✓	✓	✓	✓	✓	♦	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
24	Associate the contextual and structural data within a document.	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	♦	✓	✓	
25	Construct and manage audit trails and track system usage by department and user.	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	♦	♦	✓	✓	
26	Manage the integrity and reliability of records once they have been declared as such.	✓	✓	✓	✓	✓	✓	✓♦	✓	✓	✓	✓	✓	✓	✓	✓	✓	♦	✓	✓	
27	Identify records that are due for disposal when their prescribed retention periods elapse, managing the disposal process.	✓	✓	✓	✓	✓	✓	♦	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓♦	✓	✓	
Comments in this Section (See Appendix B)		☒	☒	☒	☒	☒	☒	☒	☒	☒	☒	☒		☒		☒	☒	☒	☒	☒	
E-Forms Specifications																					
1	Do your E-forms support the need to retain the look and feel of paper forms?	♦	✓	✓	✓	✓	✓♦	✓♦	♦	✓	✓	✓	✓	✓	✓	✓	♦	♦	✓♦	✓	
2	Do your E-forms support E-signatures?	♦	✓	✓	✓	✓	♦	✓♦	✓	✓	✓	✓	✓	♦	✓	✓	✓	♦	✓♦	✓	
3	Does your solution support public-facing E-forms that can be filled out and submitted on line?	♦	✓	✓	✓	✓	✓	✓♦	✓	✓	✓	✓	✓	✓	✓	✓	✓	♦	✓♦	✓	
Comments in this Section (See Appendix B)		☒	☒	☒	☒	☒	☒	☒	☒	☒				☒	☒	☒	☒	☒	☒		

APPENDIX B – VENDOR ECM SPECIFICATION TABLES

See RFI Responses

(<http://svc.mt.gov/gsd/onestop/ContractAwardDetail.aspx?args=21A96D1BA9A8A1190E949A6653FB2617>)

APPENDIX C - VENDOR AND SOLUTION SUMMARY

Company Name: ASG

Product: ASG-ViewDirect

Solution Overview:

ASG-ViewDirect is scalable, supports multiple content types, provides multi-key, multilevel indexing to facilitate search and retrieval, and is built on a distributed architecture, enabling multi-platform implementation. The ViewDirect Repository runs natively on UNIX, Windows, and z/OS platforms and the content can be stored natively under any operation environment. ViewDirect can manage thousands of terabytes of content while ensuring long-term integrity and availability.

Other important features include automatic transformation of content to browser-friendly formats, multiple presentation options, flexibility security options with single-sign on capabilities, and interfaces into databases, collaboration, and search, applications, as well as popular Enterprise Resource Planning (ERP)/Customer Relationship Management (CRM) systems. The Total Content Integrator (TCI) provides access to content stored anywhere and gives users fast, easy, and secure access to assorted and isolated content sources, including ViewDirect and non ViewDirect repositories, databases, collaboration, and social media applications. Services are publicly available and TCI adapters integrate with varied repositories like portals or custom Web interfaces, and enable them to present all content via customized interfaces or portals.

Software Modules include:

- ASG-ViewDirect-Repository
- ASG-DocumentDirect-for-the-Internet
- ASG-Total-Content-Integrator
- ASG-Records-Manager
- ASG-WorkflowDirect
- Kofax
- SharePoint

Licensing Model:

Various components of ASG solution are licensed differently. In the mainframe environment, there is a host license based on system CPU capacity, with access licenses based on the number of concurrent sessions active. For distributed systems, there is a license for each server, with access licensed for the number of concurrent users. Imaging components follow a similar pattern with the addition of factors for image volume.

Other:

ASG currently provides the State of Montana with archival and delivery functionality for reports and statements in Finance & Human Resources, and reports for Health & Human Services.

Company Name: AST

Product: Oracle WebCenter Content

Solution Overview:

Oracle WebCenter Content is an end-to-end solution providing everything from document capture, imaging, records management, digital asset management, and web content management all on a unified content repository which can be leveraged throughout an organization with centralized administration, access, security, and monitoring. It allows for desktop integration, bringing the content directly to the user through access where and when they need to work on documents saved in the repository.

This solution delivers a range of integrated, platform-independent solutions, is designed to integrate seamlessly with Microsoft Office applications and other third party applications. It can be used to streamline manual processes, as well as pull data from existing systems into one centralized repository. It also provides integrated security features allowing deployment of secured access areas from within a public web site for which users are only allowed to see and find content to which they've been explicitly granted access. Oracle WebCenter also provides a workflow engine out of the box which is administered through a Java based Web applet, and allows users to create and manage approval/rejection based workflows on content.

Oracle WebCenter Content is available on mobile devices so you can work securely, and Oracle WebCenter Content Mobile apps are available on iPads, iPhones, and Android phones.

Software Modules include:

Oracle WebCenter Content Suite D
Oracle Database Enterprise Edition
WebCenter Forms Recognition
WebCenter Enterprise Capture
SOA Suite
Business Process Management Suite

Licensing Model:

One time software & technology license fee (based on the list amount of software & technology multiplied by the number of licenses purchased, less the discount) and ongoing support (maintenance) fees. It is calculated based on the technology acquired and associated with chosen metric (i.e. Application User or Processor). AST usually is able to secure significant licensing discounts for the public sector. Maintenance fees are 22% of the net license fees after discount.

Other:

AST is an Oracle Platinum Partner specialized in Oracle Enterprise Content Management; they are an Oracle software reseller.

Currently they have served as the prime contractor in a complex implementation of Oracle WebCenter and Identity Management suite of applications for the College of American Pathologists.

Company Name: CDW-G

Product: IBM Software

Solution Overview:

CDW-G recommends IBM software for an integrated Enterprise Content Management approach. The software included is (1) IBM Datacap Taskmaster which captures all content including images, faxes, etc... centrally or in a distributed manner, is a full featured capture platform that enables an organization to build and implement solutions for automating the transformation of paper documents to digital information, and automates data entry of indexes by recognizing machine print, handprint, check boxes, and bar code to extract field level data; (2) IBM Case Manager delivers agile ECM, combines ECM and business process management and includes IBM FileNet Content Manager which is a repository for the storage, management, and distribution of all types of digital content including images, MS Office files, e-documents, video/audio clips, XML/HTML, faxes, and proprietary formats with content stored in its native format (access to content stored in the repository is via a browser-based client); (3) IBM FileNet Business Process Manager; (4) Imagine Solutions Encapture is an add-on to IBM Datacap that enables the capture of content from multi-function devices; (5) IBM Enterprise Records streamlines records-based activities across any electronic, hybrid, and physical records to help enforce compliance with defined retention policies without user participation; (6) IBM Content Collectors is the archiving platform with a universal collection utility with the ability to capture emails, files, and SharePoint and can be extended; (7) IBM eDiscovery Manager enables authorized IT and legal staff to search, cull, hold, and export case-relevant content; (8) IBM Content Analytics with Enterprise Search uses rich-text analysis to surface new, actionable insight from enterprise content; and (9) IBM Forms allow the building and deploying of full-featured web form applications and collect data and automate forms-based business processes.

CDW-G has a proven methodology and toolkit to complete a migration of content into IBM's ECM solution which leverages the out of the box features included in the source and destination systems, as well as adds tools developed in the course of completing many content migrations.

Software Modules include:

- IBM DataCap Taskmaster
- IBM Case Manager
- Imagine Solutions Encapture
- IBM Enterprise Records
- IBM Content Collector
- IBM eDiscovery Manager
- IBM Content Analytics with Enterprise Search
- IBM Forms

Licensing Model:

All modules licensing options are authorized user value unit with minimum quantities.

Other:

- Premier IBM Business partner
- Have deployed this solution in 19 state agencies in New York

Company Name: Chaves Consulting/Arikkan, Inc.

Product: HP RM

Solution Overview:

Cloud Records Management Solutions encompasses HP RM (previously known as HP TRIM), a commercial-off-the-shelf software solution. It can increase compliance and prepare for e-discovery and public records by easily finding, redacting, and rendering information for secure release through an out of the box solution. It can administer file structure, classifications, and retention schedules. The solution also includes secure, reliable, available, and fault tolerant hosting infrastructure, all hardware and software refresh to current technology (typically every 3-5 years), and record manager services to analyze participating agency records management needs to customize HP RM to meet needs. HP RM has the ability to search documents/records through all metadata of the record, title word, and document content, and integrates with MS Office Suite, Outlook, Novell GroupWise and SharePoint custom integration with home grown and other proprietary business applications.

The HP PM Workflow module engine is embedded in the HP RM software records management system and lets you relate workflows to documents and records for designated people to have immediate access and includes a graphical workflow editor, template based workflow creation, sequential and parallel routing, decision branching, escalation, activity suspension, and authorization of complex processes. The HP Rendering module provides a fully automated process for storing both an original document and its renditions to a record. HP RM Space Management lets you manage paper and other physical records in a long-term storage facility to meet your specific business needs. HP RM can manage, finalize, relocate, and archive all SharePoint content including blogs, wikis, discussions, documents, and sites, according to established business rules set at an administrative level.

Montana will have the options as to the choice of the cloud hosting environment. It can be located within a sate data center (which can be built in cooperation with MT) or within the already functioning Synergy Data Center or a combination of both.

Software Modules include:

- HP RM Basic License
- HP RM Workflow Module
- HP RM Rendering Module
- HP RM Space Management

Licensing Model:

HP RM modules are licensed on a named user basis. Discounts are available for volume purchases. CCI/Arikkan offers a unique Software-as-a-Service (SaaS) model to minimize agency costs for both licensing and hardware needs.

Other:

Partner and application owner Hewlett-Packard (HP)
Working with Oregon's Secretary of State's office to implement Electronic Records Management in every Oregon city, county, and state agency

Company Name: DataBank

Product: OnBase Enterprise Access

Solution Overview:

DataBank and Hyland Software propose an OnBase Enterprise Access Perpetual License with an annual maintenance cost at 20% of OnBase Enterprise Access price list. This approach allows the anticipated 5,000 user's full unlimited access to the Enterprise Features of OnBase. This solution provides security (SAS 70 Type 11 and PCI-DSS certified), image-enable existing business applications such as PeopleSoft, ESRI-GIS, MUNIS, Cityworks, Case management applications and home-grown systems, provide professional services to design, deliver, integrate, train, and manage your document needs from imaging and document management to complete conversion services, and ensure compliance with records management policies, paper reduction and privacy acts, FOIA, and HIPAA. This solution provides the following items:

- provides images enabling to third party software applications
- enables centralized bar code recognition
- converts text to image
- provides real-time snapshot of workflow processes
- allows managers to create business rules with can contain parameterized values.
- document capture solution used while disconnected from OnBase
- regulates public access to server through middleware software
- provides ability to distribute required reading documents for compliance and regulatory purposes
- facilitates movement of documents between multiple OnBase systems
- ability to store and manage revisions of documents
- allows for ad-hoc creation of form letters using MS Word templates
- provides and ActiveX or HTML browser interface
- provides ability to access pending work in Workflow Queues, view document, execute, modify, and create notes from iPad
- allows users of Word, Excel, and PowerPoint to interact with OnBase content through Microsoft Office interface
- manages the retention, disposition, and destruction of managed record folders according to organization's business rules
- provides reports to monitor critical performance of OnBase implementation
- provides method to capture, index, and store the print screen
- provide an object-oriented API
- desktop client built on .Net and WPF to provide customizable user experience to desktop
- enables automatic classification and indexing of scanned documents
- provides pooled use for retrieval, viewing, printing, and managing of documents
- provides electronic document routing, configurable
- as needed to support the deployment strategy and insure IT governance is adhered to
- imports documents and their respective index information containing metadata and pointers to source document files to automatically import and classify new records

Software Modules include:

OnBase Enterprise Access

Licensing Model:

The best solution would be an Enterprise Wide licensing agreement. There is unlimited access by employees and constituents.

Other:

Assisted State of Nebraska with their Enterprise Wide Imaging/Content Management solution.

Company Name: ecoFile

Product: Laserfiche Rio Suite

Solution Overview:

In Laserfiche Rio Suite, the client and server interact with the Laserfiche repository, and manage the content stored in the system. Laserfiche Workflow allows the automation of business process, retrieval of information from and sending information to line-of-business applications. Laserfiche Web Access is a web-browser based thin client that provides access to the Laserfiche repository for users not matter where they are. Laserfiche Mobile is an interface available via iPhone, iPad, and Android apps and enables the capture, upload, and secure access to work with documents inside the Laserfiche repository. Laserfiche Audit Trail is an add-on to track repository activity and provide a separate, Web-based interface for running detailed reports on the tracked information. Laserfiche SharePoint integration allows for flexible collaboration to be done outside of the Laserfiche repository.

There is a standard scanning interface built into the Laserfiche client, but also available is Laserfiche QuickFields which is used to scan both single and batches of documents. Content within Laserfiche is organized into a multi-level folder structure, much like Windows Explorer. It allows you to determine which documents should be kept internal and which can be published to the public. Every department or every process can have its own naming convention for content and have separate archiving processes (manual or automated). Laserfiche comes with standard comprehensive workflow automation tools as well. The Records Management Edition of Laserfiche is used to govern documents throughout their required life cycle. This is a transparent, integration, customizable piece part of the Laserfiche client and can be accessed via the web client, the desktop client, or a mobile device. Laserfiche forms can support the ability to look and retain the feel of paper forms. Within the forms, electronic signatures can be applied and stored as part of the form.

ecoFile has experience in migrating data from various versions of FileNet, SharePoint, EMC's Application Extender, Docuware, Alchemy, home-grown systems, and others.

Software Modules include:

Laserfiche Rio Suite

Licensing Model:

Depending on the product, Laserfiche is licensed on a named-user or a read-only user basis or per server or per processor basis. Storage capacity and number of transactions is not considered. Laserfiche can be licensed by the state as a whole or by individual agencies within the state.

Other:

Laserfiche Value Added Reseller

Laserfiche is a Microsoft Gold Partner and integrates with Microsoft Exchange and Active Directory.

Company Name: Gimmel

Product: Information Governance Suite
Professional and Compliance Suite (built on
SharePoint)

Solution Overview:

This solution enables business owners to control the configuration of sites without code and without reducing the diversity and flexibility of SharePoint. It also provides enhanced drop zones to enable users to efficiently add content to the SharePoint library. Metadata, classification, and location of content are automatically set by the system. It provides an enhanced search feature that incorporates structured metadata drop-down lists and returns results that can be acted upon, filtered, and exported to a file. This solution enables global rules to auto-assign metadata values and trigger rule-based system actions for automation. It extends the SharePoint Content Organizer rules across the SharePoint farm and provides the ability for content types to be mapped to multiple document templates based on metadata values.

Gimmel's products leverage SharePoint native features, are built in SharePoint thus deployment and feature activation is consistent amongst forms. Many of the Gimmel solutions utilize Kofax for capture and Arx Cosign for digital forms. Gimmel products include technical support and maintenance and a product roadmap closely aligned to Microsoft platform release, ensuring forward compatibility and cost elimination.

Gimmel has experience migrating images from FileNet Image Services, recently migrating clients to SharePoint.

Software Modules include:

Information Governance Suite Professional
Compliance Suite
SharePoint

Licensing Model:

Two licenses models are offered: perpetual and 3 year subscription (includes maintenance & support).

Company Name: HCL

Product: IBM Datacap, IBM FileNet Case Foundation & Content Manager

Solution Overview:

HCL conducted an evaluation of various ECMS, and on the basis of that analysis are proposing IBM Datacap, IBM FileNet Case Foundation & Content Manager. This solution provides automated information capture, is scalable, delivers a single, unified content repository and metadata model, contains integrated document imaging, document content management, workflow management (automated), records management, and storage management. It also provides web services for developing custom applications, enables users to simultaneously search content categories, other metadata definitions and unstructured text using a single query, as well as an extensive security mechanism for authentication and authorization of business users.

HCL has developed a framework (Universal Content Manager) for migrating from one content repository to another.

Software Modules include:

IBM DataCap Taskmaster Capture

IBM FileNet Content Manager

IBM Case Foundation

IBM InfoSphere Enterprise Records

IBM Content Navigator

IBM InfoSphere Content Collector

IBM FileNet eForms

IBM FileNet Integration with MS Office

Licensing Model:

IBM licenses the core (FileNet) bundles based on user value units (authorized user, employee, and external user).

Other:

Worked with a variety of states on document management: NH, NY, CT, ND, MO, MD, GA, FL, WA, TN, RI, NE, IA

Company Name: iDatix

Product: iDatix Solution

Solution Overview:

The iDatix solution is broken into three primary interaction modules (forms, workflow, and iSynergy). The architecture of the solution is based off of the repository (iSynergy) and all information, metadata structure, and indexes are replicated out to all associated products to minimize configuration. It contains the following modules/descriptions: SCANDOX – single capture tool that allows for document scanning, sorting, and indexing tasks prior to submitting to iSynergy; BARCODER – allows simple creation of barcode separator sheet for automating the document indexing process; XTRACTOR – provides the functionality to read barcodes, perform zonal OCR, and conduct advanced forms processing; IDOX ERM – enterprise report management module which provides automatic capture and indexing of PDF print streams generated by core line of business; IFORMS – electronic forms solution using the existing web browser and requires no programming; ISYNERGY ENTERPRISE SERVER – main user interface for those wanting to search, retrieve, view, fax, print, email, or apply annotations to the documents contained in the iSynergy repository; ILINK – allow core line of business software to be image enabled; and PROGRESSION – graphical interface rules-based automated workflow module.

Software Modules include:

SCANDOX
BARCODER
XTRACTOR
IDOX ERM
IFORMS
ISYNERGY ENTERPRISE SERVER
ILINK
PROGRESSION

Licensing Model:

Licenses are based on a named user, concurrent user, or a combination of both. In cases where the total user count rises to above 2000 we will do an enterprise license.

Other:

iSynergy Energy Content Management solution for the city of Tulsa, OK

Company Name: ImageSoft

Product: OnBase Product Suite/Microsoft SharePoint

Solution Overview:

ImageSoft proposes OnBase Product Suite and also recommends the use of Microsoft SharePoint for the Web Content Management portion which can either be managed in the OnBase system and pushed to MS SharePoint or completely managed in MS SharePoint and sent to OnBase for storage.

The multi-user server will be the foundation of the product and the license to utilize the OnBase solution. The licenses provide retrieval, viewing, printing, and management of documents. The OnBase unity client is a desktop application which enables the user to personalize their interface. The OnBase Electronic Document Management (EDM) services module will control and track the modification of documents stored in the customer's OnBase system through revisions and versions. OnBase document imaging will be the main scanning interface and the OnBase Document Import processor provides the ability to automatically import, classify, and index high volumes of documents, regardless of electronic file type. The Directory Import Processor allows OnBase users to import documents from any file directory structure and the OnBase report services will provide and give the customer the ability to gain information about the system and business health.

This solution allows for optical character recognition and automated indexing. A single sign-on allows OnBase to be configured to use authentication credentials from selected single sign-on vendors, and installation and configuration for the customer with Microsoft Outlook. This solution includes the development and deployment of one small workflow and one medium workflow for this implementation. OnBase provides a point and click interface for the system administrator to define the security requirements of the system. ImageSoft offers migration/conversion services.

Software Modules include:

- OnBase Multi-User Server
- OnBase Concurrent User Client Software Licenses
- OnBase Unity Client
- OnBase EDM Services
- OnBase Production Document Imaging (Kofax or TWAIN)
- OnBase Document Import Processor
- Directory Import Processor
- OnBase Report Services
- Batch OCR
- Automated Indexing
- Single Sign-On for Microsoft Active Directory Service
- OnBase Integration for Microsoft Outlook
- OnBase Workflow

Licensing Model:

The most common approach for the OnBase licensing is a hybrid of named and concurrent licensing models. Named or concurrent client licenses can be used in either the web or desktop environment. I

Other:

ImageSoft implemented an OnBase enterprise content management system in the Oregon Judicial Department and Alaska courts has awarded them the implementation project for a statewide ECM and eFiling system.

Company Name: Laserfiche

Product: Laserfiche Rio ECM Platform

Solution Overview:

Laserfiche Rio ECM platform is purchased by named user and bundles including: unlimited Laserfiche application server and repositories optimized for Oracle and MS SQL to support production, COOP, DR, Test, DEV, and training environment; records management functionality that is DoD 5015.2 certified as a stand-alone platform as well as jointly with Microsoft SharePoint 2010; Laserfiche Advanced Audit Trail for comprehensive managerial and compliance oversight; Laserfiche Workflow Suite for business process management capabilities; Laserfiche Web Access full-features Web-based client interface; Laserfiche & Microsoft SharePoint integration; Laserfiche Mobile client for iPhones and iPads; Laserfiche digital signatures; Laserfiche forms; and desktop and web administration consoles. Laserfiche Client is the software interface to the centralized electronic content repository which includes a variety of tools for managing content. Functionality includes document capture and image enhancement, storage and archiving for documents, document organizational tools, annotation and metadata features, search and retrieval, collaboration and content distribution, and security controls. Laserfiche scanning is bundled with the proposed solution; it supports most commercially available scanners through TWAIN, ISIS, Kofax, and WIA drivers. Laserfiche forms provide a web-based tool for designing and publishing online forms. Laserfiche also has a workflow module, web versions of the Laserfiche client, a mobile platform, and a read-only portal to provide access of internal documents to specific users and user groups allowing them to view the documentation needed.

Laserfiche software provides tools to deploy a rules-based records management file plan that administers document lifecycles transparently. Laserfiche can use their batch processing tool, Quick Fields, to migrate data and images from existing legacy systems while maintaining and adding new metadata as necessary.

Software Modules include:

- Laserfiche Client
- Scanning interfaces (Quick Fields)
- Laserfiche Forms
- Laserfiche Workflow
- Laserfiche Web Access
- Laserfiche Mobile
- Laserfiche Web Link

Licensing Model:

Laserfiche uses a named user license. The majority assign their named user licenses to Directory Users (AD or LDAP). Only a single named user license need be allocated to a directory user in order to allow access to any Laserfiche Server from any device.

Company Name: OpenText

Product: OpenText Content
Lifecycle Management Solution

Solution Overview:

This solution provides a centralized records management program, the capability to scan physical records with full indexing and classified metadata making it fully searchable, capability to optimize storage according to context and metadata, web-based document management system that provides a secure, single system for organizing and sharing enterprise content, and workflows to automate processes and streamline routine tasks. This solution enables the capture, process, manage, and storage of any type of content.

OpenText Content Lifecycle Management includes the following capabilities: document management, defined role-based information taxonomies and business information views, integrate OpenText ECM into web and desktop environments, structured and ad-hoc routing of documents, support a range of document capture, ensure content is under formal and consistent control and lifecycle management rules apply, and archiving.

This solution offers a desktop integration with Microsoft Office Suite and Microsoft SharePoint and SharePoint Server. OpenText's extended ECM for SAP solutions manages all forms of SAP content through the entire content lifecycle.

Software Modules include:

Content Suite Platform
OpenText Capture Center
OpenText Portal

Licensing Model:

OpenText Content Suite Platform is licensed based on named users but it can also be sold as an enterprise license.

OpenText Capture Center is priced based on volumes of transactions.

OpenText Portal is a fixed price per server.

Company Name: Summit 7 Systems **Product:** SharePoint ECM platform with Kofax

Solution Overview:

Summit 7 Systems recommends investing in the existing SharePoint infrastructure. The proposal includes integrating Kofax Capture to enhance the SharePoint ECM platform because it will leverage the existing scanning stations to provide touch-less, automated processing. Kofax Capture has the ability to automatically identify forms, classify data, read text and handwriting, convert to PDF, import to SharePoint, and populate metadata columns. It can be used to replace manual processes for receiving, processing, and releasing large volumes of valuable documents and data. Kofax TotalAgility 7.0 automates business processes with workflows and digitizes paper for archive and compliance purposes. This solution recommends AvePoint for SharePoint backup and migrations.

Three hosting options are on premise SharePoint Farm, Office 365, and Amazon Web Services Hosted Service.

Software Modules include:

SharePoint Server 2013 (Primary ECMS platform)
Kofax TotalAgility 7.0
Kofax Capture
Kofax Front Office Server
AvePoint with SharePoint

Licensing Model:

Two services are offered (Professional Services for Design and Implementation and AnchorPoint for Operations and Maintenance).

Other:

Office 365 and AWS pricing incorporates all costs associated with hardware and maintenance. The prices modeled for On-Premise do not include an estimate application for hardware and maintenance. Summit 7 System recommends an on premise approach if there are strong requirements around Kofax Capture, TotalAgility, and Kofax Server.

Company Name: Unisys

Product: Unisys InfoImage ECM (SaaS)

Solution Overview:

Unisys recommends the implementation of their ECM SaaS (Software-as-a-Service) cloud-based solution, utilizing Unisys InfoImage ECM software as the underlying ECM software suite. This is suited for large-scale, document intense, and transactional content kinds of government use cases. It provides capabilities for: document imaging, scanning/capture, ingestion, storage, retrieval and work-in-process and long-term archiving; workflow and BPM capabilities/tools to tailor/configure appropriate workflows, business rules and access roles and rights; and unlimited departmental and agency linkages, workflows, content types, and process flows supported across the state's enterprise.

Software Modules include:

Unisys SaaS ECM
Unisys InfoImage ECM

Licensing Model:

This software suite is usually based upon numbers of users (actual end users, e.g. human users, and programmatic or robot automated users and interfaces). Unisys employs an Enterprise Licensing construct that bundles appropriate modules and large volume users together for an enterprise. Certain and specific specialty modules may be licensed by Server, or as a single instance supporting the enterprise.

Other:

Provided ECM solutions for child and adult services, employment, labor, etc... for status such as California, New York, Oregon, Pennsylvania, and Michigan

Company Name: KnowledgeLake

Product: SharePoint Enterprise Platform with KnowledgeLake products

Solution Overview:

KnowledgeLake proposes starting with the SharePoint Enterprise Platform, and adds to imaging, document scalability, metadata search, and metadata controls without diluting all the other SharePoint strengths. KnowledgeLake is installed directly on the SharePoint server. All security is controlled via SharePoint and inherited by KnowledgeLake. The additional features added to accomplish this are KnowledgeLake Capture, Connect, and Capture Server products. Capture is the low to high volume production level-scanning solution for employees to electronically share their documents securely. Capture Server allows for indexing and saving documents to SharePoint using copiers, multi-function devices, fax servers, and network scanners while KnowledgeLake Unify enables users to search, reference, and archive documents from familiar business applications.

To meet eSignature needs, KnowledgeLake recommends the use of ARX CoSign Digital Signature solution. If more advance workflow is required, KnowledgeLake has a close integration of the K2 BlackPearl Workflow environment.

Software Modules include:

- Microsoft SharePoint
- KnowledgeLake Capture
- KnowledgeLake Connect
- KnowledgeLake Capture Server
- KnowledgeLake Unify
- ARX CoSign Digital Signature

Licensing Model:

Some modules are server based and only require they be licensed for a server which all users with a user CAL can access. User CALs for imaging users can be purchased as either a personal user CAL or concurrent CAL. Connect users and Unify users can only be purchased in per user CALs.

Other:

Have worked Oklahoma, Illinois, Louisiana, Oregon, Rhode Island

Company Name: Perceptive

Product: Perceptive Capture

Solution Overview:

Perceptive Software solution includes Perceptive Capture which captures and extracts data through imaging, e-forms, and intelligent capture technologies; Perceptive Content manages all forms of content through their entire lifecycle; Perceptive Progress discovers, designs, and executes business processes; Perceptive Search will search, find, extract, analyze and use the information needed; Perceptive Interact puts the processes and content in the context of the enterprise applications.

Software Modules include:

ImageNow Enterprise Server
ImageNow/WebNow
Perceptive Mobile
CaptureNow
Mail Agent
Envoy and Integration Server
eForms & Transform
Recognition Agent & Full Text Search Agent Server
Perceptive Enterprise Search
Retention Policy Manager
Interact for Office
Interact for Outlook
Interact for SharePoint
Business Insight
Document Control Suite
eAuthorize
Output Agent
Document Composition Module

Licensing Model:

Software licenses are available in two pricing models, seat licensing and concurrent licensing. Each model requires a Perceptive Server licenses with client licenses bound to that specific server. Seat and concurrent licensing models cannot be mixed again a single Perceptive Server.

Other:

Currently work with Montana DOJ, MT Department of Insurance and Securities Commissioner

Company Name: Privia

Product: SpringCM Enterprise Content Management System (SaaS)

Solution Overview:

Privia recommends a security-accredited, cloud based Software as a Service (SaaS) solution using the SpringCM Enterprise Content Management System. This provides a Simple Object Access Protocol (SOAP) based API that may be accessed via .NET and Java protocols, and REST is supported as well. This solution offers many different out-of-the-box features. The following items would have to be made available through add-on modules and third party applications: OCR, ICR, OMR, OBR, and Mobile Capture. Privia's ECMS is able to store more than 5 million documents and is highly optimized for many Terabytes of data storage. It stores all content in its native format, including metadata. Privia manages all storage, backup, retrieval, optimization, maintenance, and monitoring activities.

Software Modules include:

SpringCM Enterprise Content Management System

Licensing Model:

Privia COTS solution is an enterprise-level system encompassing a subscription-based model. The customer purchases access to the software for a standard 2 year period with invoicing completed annually, net 30 days. The software subscription fee is per user/per year based on volume pricing.

Other:

Worked with US Department of Energy's National Renewable Energy Laboratory and Virginia Department of Corrections

Company Name: IBM

Product: IBM FileNet P8 (IBM ECM)

Solution Overview:

Proposed is the IBM FileNet P8 (IBM ECM) platform. Because the state already has investment in the IBM ECM platform, IBS recommends that state consider a federation strategy between the relevant ECMS investments. The FileNet system can be used to maintain current investment in other solutions while adding master catalog capabilities and enterprise records management capabilities to ensure proper content compliance controls are in place. The IBM ECM Federation Services consolidated metadata or content from multiple repositories in a single FileNet P8 cataloged, and migration can be performed at any time.

Software Modules include:

Current Licensed Functionality: FileNet Capture Professional, IBM Case Foundation, FileNet eForms, Content Collector for Files, FileNet Connector for Snaplock

Additional software need: IBM Records Management, Content Collector for Email, Datacap Taskmaster Capture.

Licensing Model:

May be licenses in a perpetual manner using any of the following: authorized unit value unit, processor value unit, enterprise (site) user model. IBM also offers a cloud-based offering which is done on a monthly subscription services license model.

Company: Companion Data Services

Product: DocFinity

Solution Overview:

This product is a java-driven Windows compliant application system built on open architecture framework utilizing web services. DocFinity has the ability to integrate with external document storage systems and utilization of native front ends rather than being required to use DocFinity's robust front end. This solution allows agencies to utilize the centrally hosted system without impacting each other; the solution is installed and hosted internally possibly using the state owned infrastructure to support it. The front end can be used to facilitate integration across multiple systems providing workflow capabilities. It is a database-agnostic system that utilizes an array of indexing schemes to provide search capabilities. Each user can define workspaces and save them for their own requirements.

Software Modules include:

- DocFinity Core Module
- DocFinity Exporter
- DocFinity Connect
- Fax Integration
- Print to DoFinity
- BPM Workflow
- COLD
- Enterprise Search
- eForms
- Records Management
- Dashboards
- HL7
- HSM

Licensing Model:

The licensing is concurrent users. DocFinity does offer enterprise license with pricing discount.

APPENDIX D - CURRENT SITSD FILENET ENVIRONMENT

There are two main types of storage in the system. These are Image Services (IS) for archiving documents in a WORM compliant legal mode and Content Manager (CM) for storing living documents that may change over time. Many customers store their business data within FileNet and then integrate the storage and retrieval into their internal applications. Others have internet applications to supply information to the general public. These functions are accomplished via the use of custom code that interacts with FileNet via programmatic API.

The following table summarizes SITSD's FileNet customers, the mode of storage and relevant integration between FileNet and other systems:

Customer	Storage	Integration, Web apps and other custom code
CPP Candidate & Committee	CM	Public facing search for CPP information
DEQ Coal Mining	CM	Mining search for public kiosks in DEQ offices, Public facing search for Coal Permits
DEQ Opencut	CM	Public facing search for mine documents
DLI BSD Compliance	CM	Integrating with DLI Accela system
DLI BSD Boilers & Elevators	IS	Integration with DLI Accela system
DLI BSD Licensing	IS/CM	Public facing BSD Agendas and Meeting minutes
DLI BSD MPDR	CM	
DLI ERD HR	CM	Records Crawler customer
DLI ERD ICCR	CM	Records Crawler customer
DLI ERD UEF	CM	
DLI Mistics	IS	Integration with DLI Mistics system, Process Engine
DNRC Water Rights	IS	Water Right data pulled by public DNRC NRIS system, Integration with DNRC Oracle Forms
DOA SITSD ACF2 Requests	CM	FIMO customer
DOA RMTD Claims	IS/CM	Integration with RMTD Oracle Forms, FIMO

customer		
DOC BOH ADMIN	IS/CM	
DOC BOH Multi Family	IS/CM	
DOC BOH Single Family	IS/CM	
DOC BOI Investment Files	IS/CM	
DOC Contracts	CM	
DOC Servicing (BOH)	CM	
DOJ Motor Vehicle Title Info	IS	Title search integrated with DOJ Merlin system
DOJ SVOR	CM	Offender data pulled by public DOJ SVOR application
DPHHS Acute Services	CM	
DPHHS Big Sky Rx	IS	
DPHHS CHIP/HMK	IS	Integration with DPHHS Oracle Forms
DPHHS Quality Assurance	IS/CM	Public facing Plan of Correction search
HIS CRABS	CM	
HIS SHPO	IS/CM	Integration with SHPO Oracle Forms
JUD Supreme Court Docket	CM	Public facing Supreme Court Docket search, Public Facing Supreme Court Case search, Records Crawler customer
JUD Water Courts	CM	Public Facing Water Court Case search
MSU Registrar's Office	IS	
OPI Legal	IS	
OPI Teaching Certifications	IS	Integration with OPI Teacher Certification system
SOS BSSI	IS	Integration with SOS mainframe system

FileNet Core Features

FileNet has the following features available to SITSD in the currently licensed software:

Feature	Description
Content Engine	Software and systems that manage the entire FileNet platform. Allows creating document classes and related indexes or metadata
Image Services	Software for storing images in read-only legal WORM compliant format
Content Manager	Software for storing changeable documents and allow for content searching
Workplace XT	Web based software providing basic search and retrieval functions for end users. This includes the ability to enter documents and index data as well as perform custom searches for customer data
Application Engine	Web application server for running custom developed FileNet java code in order to integrate with other systems. Also runs web applications developed in Java to serve FileNet content to the Internet
Content Search Engine	Service for performing word searches of content stored in the Content Manager
FileNet Capture	Heavy duty scanning software that allows creating templates and other tools to manage the scanning of large and complex batches of documents
Scanner native	Same as FileNet Capture except it is software that comes out of the box with each given scanner
Records Crawler	Tool for performing bulk import of documents into Content Manager
Process Engine	Engine for running workflow within FileNet. Currently in use by DLI Mystics
BPM Tool	Software and tools for developing process maps and business rules in order to run workflow on the Process Engine
E-Forms Designer	Software for developing electronic business forms to feed into a workflow process
FileNet Integration with Microsoft Office	(FIMO) Add-in software for the MS Office Suite that allows for search and retrieval of documents and entering of documents without leaving the Microsoft Office software
Content Federation Services	(CFS) Connects Image Services and Content Manager. Enables customers to use the Workplace XT user interface to search and retrieve IS documents