

# Statement of Capabilities



COMPU-DATA  
International, LLC

## Overview

For over 29 years, COMPU-DATA International (CDI) has helped companies and organizations gain control of their critical data. We specialize in the capture, index, search, and retrieval of data from all sources from within your business. Adding in process automation and integration, as well as data security, rounds out CDI's core service offerings.

Our Mission: *Empower users to access information instantly and without barriers to uncover knowledge through technology.*



## Capture

We're in the era of Data Chaos: businesses today are dealing with an exponential growth of data. Not only are there still vast amounts of paper documents that need to be converted into business-critical information, there's also an influx of digital documents coming to you in various formats and from multiple sources.

Implement the finest centralized & distributed capture solutions. Capturing data to support your business is a critical function. Paper is not going away any time soon. You have forms, documents, records and much more. Kodak Alaris scanners and software makes your digital transformation a success by streamlining the process of transforming paper into information.



## Automate & Integrate

Business information is vast and varied: living in emails, letters, invoices, and more. Gaining control of your business processes is a challenge. Manual systems are cumbersome and prone to errors. With our Business Process Automation technology, you will enforce policies and rules automatically. While some solutions only handle certain types of business information, our solutions can effectively deliver across the enterprise.

Versatile Workflow Product and Integration Solutions. Your business processes must be automated and integrated to your data allowing you to enforce your policies and procedures.



## Manage, Search & Retrieve

Extensive Array of Standard Features to Manage your data. Virtual FileRoom™ is a powerful information management application that sits at the core of the DAF Platform, providing a rich feature set.



As a commercial, off-the-shelf (COTS) Content Management product, it delivers information management functions to support all digital files. Out-of-the-box, VFR provides administration, search and retrieval, collaboration functionality, reporting and audit trails of your data and is easily integrated into any business process.





## Security – Cloud Hosting & Data

Security is addressed in several ways:

- At rest or in transit; maintain data protected with 256-bit encryption. Ensure compliance and protect your intellectual property transparently. Access secured data only if you are in the "Circle of Trust"!
- The data center is equipped with water detection devices to detect and mitigate water damage in the event of a flood or water leak
- Physical security – the data is housed in Tier IV or Tier III facilities completely located in the continental U.S. The buildings are secured with: On-site security, 7x24x365, Feet-thick steel and concrete walls and vehicle barriers, No direct street access or outdoor signage, Biometric access (multiple points, with other security card points), Redundant power: in addition to diverse power feeds, there are 6-2000kW diesel generators with 6-3000 gallon fuel storage tanks
- User access to physical servers is provided only through a secure VPN connection, which includes multiple levels of network security in itself. Application access is also available through secure VPN connection and/or https 128-bit encryption.
- The data center meets SSAE-16, PCI, and HIPAA compliance requirements



## Scanning Services

With over 100+ million images scanned and using top of the line Kodak Alaris production scanners and software we deliver the highest quality images available. Our processes and procedures enforce a stringent scanning project controls and security. As part of our standard security protocols, we encrypt each document scanned with 256-bit encryption from the moment an image is scanned. This encryption remains with the document until delivered regardless of the document location.

We have two scanning facilities in Houston, Texas with one located in a Records Center. We provide daily online access to your scanned documents for real-time review and quality control using our own Virtual FileRoom™ product. With 100% quality review of all images, optional document destruction and on-site scanning offered we have a complete solution for any scanning job.

## Manufacturers and Products

### Hardware

1. Kodak Alaris Scanner Product Line
2. Fujitsu Scanner Product Line
3. Epson Scanner Product Line
4. Canon Scanner Product Line
5. Panasonic Scanner Product Line

### Software

1. COMPU-DATA  
Cloud Services, Virtual FileRoom™, Workflow, Enterprise Search
2. Kodak Alaris  
Capture Pro, Info Input Express, Info Input Solutions
3. Kofax Capture
4. Nintex Workflow for SharePoint & Office 365

Let us help you manage your Data Chaos with solutions that work!

Texas DIR Contracts:  Software Products: [DIR-TSO-3665](#)  Scanners and SharePoint®: [DIR-TSO-3902](#)

