

1 Q. For the budget item identified below, provide the following information:

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3	Budget Item	Amount	Description
4	B-60	\$104,000	Acquire Document Management &
5			Imaging System

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7 (a) Provide justification to support purchase of this system.

8 (b) Provide estimates of capital expenditures for subsequent years for the
9 additional phases of this system.

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12 A. (a) A Document Management System which covers all phases of a
13 document life cycle has been identified as a priority for the
14 Corporation. Currently the Corporation has a records management
15 system, which is antiquated. Additionally Document Solutions were
16 traditionally implemented on a project basis to afford a departmental
17 solution as opposed to a Corporate solution. Imaging solutions were
18 installed in the same fashion. A Corporate Solution is required to
19 provide better control, access and management of the life cycle for all
20 documents.

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22 (b) Once a detailed assessment of the requirements has been completed,
23 future project costs will be identified.