1. Letter of Transmittal

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RADgov, Inc.
1500 West Cypress Creek Road,
Suite 415, Ft. Lauderdale, FL 33309
Tel: (954) 938.2800
Fax: (954) 938.2004

October 29, 2010

The Office of the State Attorney - 16th Judicial Circuit
Attention: Nancy Criswell
530 Whitehead Street - Suite 201
Key West, FL 33040

RE: Sealed Bid - Document Management System

Dear Ms. Criswell

RADgov Inc. and Treeno Software, Inc. are pleased to provide to **The Office of the State Attorney - 16th Judicial Circuit** with a response to "**Document Management System**" proposal. We are excited about bringing the strengths and proven methodologies of the combined team in providing a secure, audited document management System to The Office of the State Attorney.

RADgov and Treeno understands that The Office of the State Attorney is in need of a secure, audited document management System which integrate with Case Management software STAC, produced by CIP, Inc. and Administrative Management software BOMS produced by CIP, Inc.
We have the experienced and skilled staff that will be able to proactively address the Attorney's requirements at the key opportunity levels, ranging from the strategic/visionary to the tactical/implementation level thus assuring that the Office of the State Attorney's system performance goals and high levels of customer satisfaction are achieved.. We strive for our clients' trust and have been rewarded by our clients with a repeat engagement rate that is near the highest in this industry.

Due to the highly specialized technology needed by Office of the State Attorney, RADGOV has included our business partner Treeno Software, Inc., a leading provider of Content, Document & Workflow Management Solutions. In the team approach, RADgov will act as prime contractor, providing overall project administration and coordination, with Treeno Software providing the software and services for a Document Management solution for Office of the State Attorney.

RADgov and Treeno had proposed a similar solution which integrates with Case Management software STAC, produced by CIP, Inc for Office Of The Public Defender, 19th Judicial Circuit, Florida.

RADgov and Treeno agree and comply with all of provisions specified in the proposal requirements. The Team appreciates the opportunity to respond to this proposal. We are confident that our proposed solution will provide the most comprehensive and innovative approach available in the marketplace. We look forward to provide our services to the Office of the State Attorney on this exciting project opportunity.

Attached, please find of our Proposal Response.

We look forward to being part of this exciting opportunity.

Sincerely,

Evelyn Reid
RADGOV INC

RADgov, Inc. is a Woman Owned Minority Certified Business in Broward County, Florida

Table of Contents

2. Executive Summary

2.1 Our Understanding

RADgov and Treeno understands that The Office of the State Attorney is in need of a secure, audited document management System which integrate with Case Management software STAC, produced by CIP, Inc. and Administrative Management software BOMS produced by CIP, Inc.

Discussions with Office of the State Attorney have revealed the need to provide a secure, audited document management archiving solution for its business documents. To help automated the indexing, tagging and filing of documents; RADgov and Treeno recommend that the document management application is integrated with the Office of the State Attorney's Case Management Application and Administrative Software. The scope of work will need to be scoped based on the number of integration points within each application. Treeno integrates with client business application by either identifying the record by a unique value or combination of values pulled from the windows class component of the application, the title bar or from green screen capture. Once the file has been identified by unique value(s), other values will be copied from the application via an ODBC or web services call to the database.

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3. Solution

Treeno Enterprise Content Management is an easy to use and extremely powerful web browser based document and workflow management system. Treeno Software, a trusted technology leader, gives privileged Office of the State Attorney employees secure instant mobile information access if so desired by the company. Treeno installs quickly and integrates seamlessly with existing business applications. Built for the small and medium sized organization, Treeno will scale from a single end user to as many end users Office of the State Attorney requires. Treeno ECM will improve business workflow efficiency, reduces operational costs and assures a measurable return on investment. Treeno provides a direct technical support system for timely response and communications.

3.1 Objectives

Treeno Software identified the following current objectives:

- Objective 1 – Install and implement Treeno Document Management Solution and integrate with the Office of the State Attorney's case management and administrative application software. The method of integration to be scoped.
- Treeno will support all file types. Scanned images can be stores as TIFF or PDF files while electronic files (including but not limited to audio, image, document, video files and emails) can be stored in their native format. Treeno does support versioning control of electronic files and redaction and overlay functions to TIFF images. Treeno does support the ability to turn electronic files into TIFF images by processing the file through the Treeno file monitor.
- The solution can be installed on the clients server. Treeno is supported on a Windows or Linux server and the back end databse can be SQL, MySQL, DB2 Universal or PostgreSQL
- Treeno can connect to existing NAS or SAN solutions.

3.2 Approach

RADgov and Treeno recommend a phased approach to accomplishing the objects stated in 2.1 Objectives. Any other identified objectives will then be scoped and completed in a systematic plan to maximize the benefits.

3.3 Benefits

Treeno ECM provides authorized secure mobile information access from a web browser.

Treeno deployments require 75% less time than it takes to deploy similar systems so Office of the State Attorney can be enjoying the full benefits of Treeno ECM within days. Other benefits of Treeno include:

- Lessening administrative costs associated with copying, scanning and retrieving documents and files.

- Providing detailed auditing and administrative views into user access and actions.
- Decreasing costs associated with sharing files with auditors, employees, clients and vendors
- Support of SAN and NAS. Treeno scalability is based only on the hardware deployed.

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4. Implementation Plan

4.1 Methodology

Treeno Software delivers ECM solutions that increase organizational efficiency while decreasing operational costs with Treeno's unique Solution Implementation Methodology (T-SIM). The Treeno Solution Implementation Methodology (T-SIM) encompasses Treeno's core competencies. The T-SIM is comprised of the following:

- Analysis

- Configuration

- Integration

- Deployment

- Review

4.2 Resources & Qualifications

Treeno has a proven methodology, expert technical services, best practices and an established toolkit built with years of experience. Treeno senior management staff has over 60 years experience in technology and in understanding how technology can be used to improve business efficiencies and reduce costs of operations. Treeno engineering staff uses award-winning technologies for development and support. Treeno looks forward to assisting you with a successful implementation and ongoing support of your Treeno Software Enterprise Content Management System

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5. Treeno ECM System Investment – Option 1

Item	Description	Quantity	Total
Treeno ECM	User defined access, unlimited remote scanning capacity, advanced Index features, integrated tiff viewer, burn to CD or , OCR, and export of search results, barcode integration, redaction, versioning , (1) file monitor, and Integrated Audit Trail. Includes 4 hours of admin training and 4 hr end user web based training session, 8 hours for installation and 2 cabinet set ups	20 concurrent user licenses	$49,870.00
Integration with SQL based Case Management System	Integration to the Office of the State Attorney Case Management application and the Treeno legacy Integrator. Will allow for auto indexing and auto retrieval of case files when on a case record. The proposed is a fixed cost based on the assumption that the case number is available as a Microsoft foundation class object and that Treeno will have ODBC read only access to the SQL database. Treeno will set up and integrate to the case file and will perform testing and verification.	TBD	TBD
Treeno ECM Software Service and Maintenance Agreement – Annual	Direct telephone support Monday-Friday 8am to 8pm EST. Email support Monday-Friday 8am to 8pm EST. Updates, patches and new version releases. (To be installed electronically. Temporary remote access may be required.)	Year 1	$6,250.00
System Total			$56,120.00

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5.1 Add on Options:

Scanner	Kodak I1220 Plus Scanner - 45p	1	$885.00
Department Segmenting	Allows for separating each business segment into a separate database with its own set of users, filing cabinets, access rights, and system **Service and Support Renewal year 2 - $540.00**	1	$3,895.00
Workflow Module	Graphical User interface which allows an organization to define document routing, electronic sign off and auditing of all actions. **Service and Support Renewal Year 2 - $900.00**	1	$5,900.00
Web Services API	Provides programmers with access to Treeno's document management functionality. Useful for integration with other products or incorporating Treeno into a new or existing web site. **Service and Support Renewal Year 2 - $900.00**	1	$5,900.00
1 Concurrent User	1 Concurrent user access to Treeno **Service and Support Renewal Year 2 - $183.00**	1	$1,200.00
1 – 10 pack of Concurrent Users	10 concurrent user access to Treeno Software. **Service and Support Renewal Year 2 - $1,373.00**	1	$9,000.00
1 – 50 pack of concurrent users	50 Concurrent User licenses **Service and Support Renewal Year 2 - $5,902.00**	1	$38,700.00
Publishing Module	Documents contained within Treeno Content Server can be published to an external portal. Supports 1000 published accounts. **Service and Support Renewal Year 2 - $908.00**	1	$5,950.00
Professional Services	Workflow automation project. Consulting, design, construction, testing and installation. Workflow design, construction and testing. Integration with SAP. Barcode integration.		To Be Scoped $200.00 per hour

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5.2 Option 2 – Treeno Hosted Solution

Item	Description	Total
One time Upfront cost which includes first quarters upfront payment	Includes first quarterly upfront payment for 20 concurrent users' access, 40 Gigs of storage, setup, 10 hours of web based training as proposed in the detail breakdown.	$15,000.00
Integration with SQL based Case Management System	Integration to the Office of the State Attorney Case Management application and the Treeno legacy Integrator. Will allow for auto indexing and auto retrieval of case files when on a case record. The proposed is a fixed cost based on the assumption that the case number is available as a Microsoft foundation class object and that Treeno will have ODBC read only access to the SQL database. Treeno will set up and integrate to the case file and will perform testing and verification.	TBD
Quarterly Prepaid Reoccurring	20 concurrent users and 40 gigs of storage $5,000.00 prepaid quarterly	$5,000.00
Additional Storage	$25.00 per month per 5 Gigs	

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Item	Description	Quantity	Total
SaaS concurrent User license	User defined access, unlimited remote scanning capacity, advanced Index features, integrated tiff viewer, burn to CD or , and export of search results, barcode integration, redaction, versioning control, workflow, (1) file monitor, and Integrated Audit Trail. Fourty gigs of storage capacity, additional can be procured for $25.00 per month for 5 additional gigs.	20 concurrent user licenses $5000.00 prepaid quarterly	$5,000.00 prepaid quarterly **Reoccurring**
Integration with SQL based Case Management System	Integration to the Office of the State Attorney Case Management and Administratrive application and the Treeno legacy Integrator. Will allow for auto indexing and auto retrieval of case files when on a case record. The proposed is a fixed cost based on the assumption that the case number is available as a Microsoft foundation class object and that Treeno will have ODBC read only access to the SQL database. Treeno will set up and integrate to the case file and will perform testing and verification.	TBD	$TBD **One- time fee**
Web based Training Training	4 hours web based admin training and 4 1- hour end user sessions and 8 hours of web based set up assistance	8 hours	$5,000.00

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6. Conclusion

For Office of the State Attorney the implementation of the Treeno Enterprise Content Management system represents an opportunity to address the infrastructure and business process challenges of a growing organization. Treeno ECM and the Treeno Solution Implementation Model (T-SIM) will ensure Office of the State Attorney will have a high performance ECM that will deliver measurable return on investment and stand the test of technological time.

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7. Brief Company Overview

7.1 General Corporate Description

7.1.1 Company History & Current Corporate Structure

7.1.1.1 Primary Company

Company Name: RADgov, INC.

Organization/Firm Address: 1500 West Cypress Creek Road, Suite 415, Ft. Lauderdale, FL 33309

Firm Telephone Number: (954) 938 2800

Firm FAX Number: (954) 938 2004

Website: www.radgov.com

Year Company Established: 2005

Contact Information: Deepa Koduru
E-Mail: dkoduru@radgov.com

7.1.1.2 Partner Company

Company Name: Treeno Software, Inc.

Organization/Firm Address: 951 Islington Street Portsmouth, NH 03801

Firm Telephone Number: 1(800) 528-5005 ext 360

Website: www.treenosoftware.com

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7.1.2 About RADgov Inc

RADgov, Inc. (A Minority Women Owned Business Enterprise) is amongst the leading IT services organization in the nation and has its headquarters in Fort Lauderdale, Florida. We have proven experience and expertise in E-commerce, IT consulting, Project Management and software development. RADgov, Inc. has branch offices in New Jersey, Michigan and Washington.

RADgov combines years of government partnerships and its proven business models to succeed in Government sectors. We leverage RADgov's capabilities to support our public sector and government clients through dedicated, organized and client-focused teams. We deliver customized end-to-end solutions for government business with no compromise on quality.

RADgov has depth and breadth of IT services complimented with technical excellence and quality to generate IT solutions for today and tomorrow. Our unique Service Delivery Model yields superior service, accelerated delivery and significant cost savings for our customers. Our ability to consistently demonstrate these advantages enables us to build long-term partnerships with our clients.

Ever since its inception RADgov is actively pursuing E-commerce, Software development, Project management and IT consulting assignments that have a high degree of technical content, cost effectiveness, timeliness and application value.

Certifications
- Women's Business Enterprise (WBE) – Women's Business Enterprise National Council (WBENC) (Certificate Number: 2005109932)
- Minority Business Enterprise (MBE) – Florida Regional Minority Business Council Inc. (FRMBC) (Certificate Number: M001293)
- Minority/ Women Business Enterprise (M/ WBE) – The School Board of Broward County, Florida (Certificate Number: 7007-6327-08)
- Minority and Women-owned Business Enterprise (MWBE) – Department of the Treasury, Division of Minority and Women Business Development, NJ (Certificate Number: 46262-13)

RADgov Services and Products

RADgov's Services	RADgov's Products
❖ IT/ Non IT / Functional Staff Augmentation	❖ TEAMS
	❖ DAMS
❖ Vendor Management and Managed Service Program	❖ ATMS
	❖ Family Court System
❖ Web Services	❖ Bids Management System
❖ Application Development and	❖ Traffic Management System

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Management ❖ Application Outsourcing ❖ Enterprise Business Solutions ❖ Knowledge Management ❖ Embedded Systems ❖ Data Management, Data Warehousing and Business Intelligence ❖ Network and System Integration ❖ ERP Systems Implementation and Maintenance	❖ RADgov MSP ❖ Project Management Website ❖ Calender of Events

Our Relationships / Stratergic Alliances
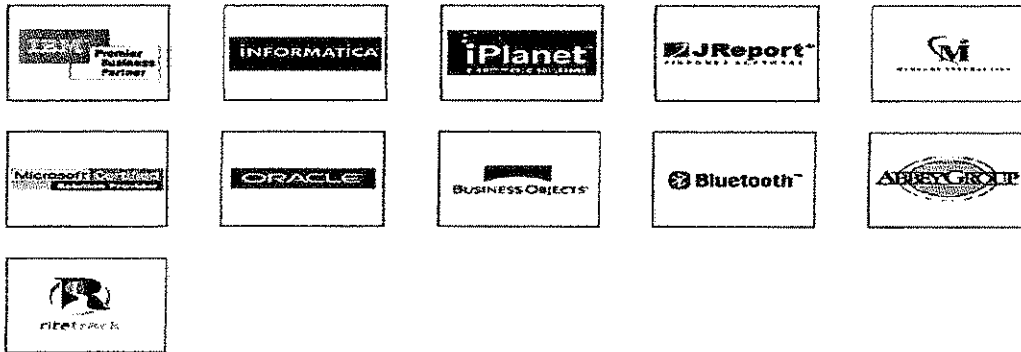
Our Clients

Sl. No.	State	Contract Title	Agency Name	Agency Logo
1.	Federal	Temporary Information Technology Staffing	Northrop Grumman Corporation	NORTHROP GRUMMAN
2.	Federal	Temporary Information Technology Staffing	Lockheed Martin Corporation	
3.	Federal	Temporary Information Technology Staffing	Raytheon Systems	Raytheon
4.	CA	Temporary Information Technology Staffing	Social Services Agency	CDSS
5.	CA	Temporary Information Technology Staffing	County of Santa Clara	
6.	CA	Information Technology Services	State of California	CA.GOV

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Sl. No.	State	Contract Title	Agency Name	Agency Logo
7.	CA	Information Technology Services	Dept of General Services	DGS
8.	CA	Information Technology consulting and Staffing Services	County of Riverside	RIVERSIDE COUNTY CALIFORNIA
9.	DE	Information Technology Consulting and Staffing Services	Delaware Department of Transportation	DelDOT
10.	FL	Staff Augmentation Services - as needed basis	Palm Beach County	
11.	FL	Temporary Employment Services for the Materials Office	Florida Department of Transportation	
12.	FL	Manatee County Purchasing	Manatee County Finance Department	
13.	FL	Information Technology IT Supplemental Staffing	State of Florida	
14.	FL	Information Technology IT Supplemental Staffing	Hillsborough County Public Schools	Hillsborough County Public Schools
15.	FL	Computer Programming Services	Brevard County	
16.	FL	Technical Contract Staffing	The School Board of Broward County	Broward County Public Schools
17.	FL	IT Library of Professional Services	Broward Sheriff's Office	
18.	FL	Temporary Employment Services	The School District of St. Lucie	St. Lucie County Public Schools
19.	FL	IT Application Support Services	Martin County, Board of County Commissioners	

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Sl. No.	State	Contract Title	Agency Name	Agency Logo
20.	FL	IT Business Management Consulting Services	Martin County, Board of County Commissioners	
21.	KS	Information Technology Services	State of Kansas Dept of Social & Rehabilitation Services	
22.	MA	Statewide Temporary Help Service	State of Massachusetts	Mass.Gov
23.	MD	Information Technology Contracted Staffing Services	Baltimore County Public Schools	
24.	MN	Information Technology Services	City of Minneapolis	Minneapolis City of Lakes
25.	MN	IT Professional Technical Master Contract	State of Minnesota	
26.	MS	Information Technology Services	State of Mississippi Dept of Information Technology Division	Mississippi Department of Information Technology Services
27.	MT	Information Technology Services	State of Montana Dept of Admin, IT Services Division	
28.	NC	Technical Services	State of North Carolina Office of Information Technology Services	ITS Office of Information Technology Services
29.	ND	IT Professional Services	State of North Dakota	
30.	NJ	Information Technology Staffing Services	Montclair State University Office of Procurement Services	Montclair State University
31.	NJ	Computer Operators, Office of Information Technology	NJ, Dept of Treasury	

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Sl. No.	State	Contract Title	Agency Name	Agency Logo
32.	NJ	Temp Employment Services, Skilled & Unskilled Labor	NJ, Dept of Treasury	
33.	NM	Statewide Price Agreement for PeopleSoft Services	NM General Services Department	
34.	NY	Temporary Computer Professionals	MTA - NYC Transit	New York City Transit
35.	NY	General Information Systems Consultants	Long Island Rail Road	Long Island Rail Road
36.	NY	Information Services	NY health and Hospital Corporation	HHC nyc.gov/hhc
37.	NY	Temporary Computer Professionals	NY City Transit MTA	New York City Transit
38.	NY	Applications Development	NYS Office of Alcoholism & Substance Abuse	OASAS Improving Lives
39.	NY	Computer Related Services	Office of General Services Department of Info Technology	DOITT
40.	RI	Computer Technical Support, Systems Analysis & Programming Service	State of Rhode Island & Providence Plantations	
41.	SC	Statewide Short Term IT Temporary Personnel Services Contract	State of South Carolina	
42.	SC	Temporary IT Professional Positions	Richland County School District One	Richland One
43.	TX	Information Technology Staff Augmentation	Texas Department of Information Resources	DIR
44.	TX	Master Services Agreement	Unisys/Pinnacle	UNISYS
45.	TX	Temporary Technical, Programming and Project Management Services	Austin Independent School District	Austin
46.	VA	Temporary Employment Services	Virginia Finance Department	

Sl. No.	State	Contract Title	Agency Name	Agency Logo
47.	VA	Temporary Employment Services	County of Prince William	
48.	VT	Systems Development & Information Technology Assistance	State of Vermont	
49.	WA	IT Personal & Purchased Services Optional Use	WA, DOT	
50.	WA	Sound Transit IT On-Call Roster	State of Washington Contracts Division	
51.	WA	E-jas Maintenance and Operations Support	Department of Social and Health Services	
52.	WV	Temporary Computer Staffing & It Services	State of West Virginia Department of Administration	

7.1.3 About Treeno Software Inc

Treeno Software develops and sells Enterprise Content Management (ECM) software with a focus on small to mid-sized businesses. The umbrella of ECM includes many components. Treeno focuses on several key areas that include Document Management, Workflow Management, Document Imaging, and Email Management. Treeno Software differentiates itself by working in a wide range of IT environments and its ability to integrate very quickly with almost any product. The Treeno products are easy-to-use and setup out-of-the-box, and have tremendous flexibility to streamline into companies' existing business processes. Treeno also works with any manufacturers' scanning device, very unlike the approach taken by large manufacturers who provide proprietary systems that only work with their own hardware.

Treeno Software is located in Portsmouth, NH and was founded in 2002. It is privately owned and backed. All development and support is located in Portsmouth. Treeno sells through a network of channel partners located throughout North America which are managed by channel managers. Treeno was nominated as a 2008 Software Information Industry Association (SIIA) CODiE Award Finalist for Best Document Management Software.

Services:

Treeno Software offers a wide range of document management-related services, including training, custom development, workflow analysis, scanning services, and hosted software offerings. Treeno can assist your organization by providing a streamlined method to bring their documents under control and eliminate redundant processes.

Products

Treeno Content Server is an easy-to-use yet highly robust system that combines Email Management, Document Management, Document Imaging, and Business Process Management in one easy to use application. System deployment is instant, integration with existing line of business applications is seamless, and the Treeno system can scale to support as few or as many enterprise users as your organization requires.

Treeno Content Server Benefits Include:

- Instantly and easily finds any document.
- Makes content centrally available to all — anytime and from anyplace.
- Allows familiar workflow processes to remain intact — we work the way you work.
- Keeps sensitive documents secure; available only with assigned access rights.
- Automates document tracking and auditing.
- Simplifies records management.
- Prevents lost records.
- Saves storage space.
- Simplifies regulatory compliance preparation.

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