

USArchive & Imaging Services, Inc. Overview

www.usarchive.com

Bellevue College Internship Fair 2021



Presentation slides



USArchive Introduction – Who we are

About US - the owners

What we do & services we offer

Alliances and partners

Potential internships considered

Intern qualifications

How to apply and dates



USArchive Introduction

Who we are...



An Information Management company specializing in converting all document types, paper, microfilm, aperture cards, large format plans and drawings, into easily accessible, searchable and usable data. We provide technical, software and cloud solutions for simple and secure remote access and collaboration on our clients valuable company information.

- Based in the local Puget Sound (Salish Sea) area, since 2003
- Certified Veteran Owned Small Business (VOSB) State / Fed Certs.
- Contracts & projects with multiple local Cities, Counties, State & Tribes
- King County SCS supplier, contracts w/ City of Seattle, Kitsap County +
- Primary NAICS code: #518210 (other NAICS codes apply)
- Certified Capture AIIM Practitioner
- Assoc. member - Association of Washington Cities (AWC)
- Member – MRSC Rosters and other memberships
- Better Business Bureau: Accredited A+

About Us – The owners



Michael Plath – Pres/Owner

*Retired from Pitney Bowes, Inc. in 2001 after 26 years in the production mailing industry
Sales manager and product manager for high speed billing and statement mailing inserters*

Noreen Plath – VP/Owner

*Retired from Pitney Bowes, Inc., in 2003 after 28 years in the production mailing industry
Product manager - Direct mail production systems & high speed billing and statement mailing inserters*

...and our extensive alliance partner network



Yes, I know, ...20 years ago...

*We have corporate cat - Bourbon, and corporate wirehair dachshund - Finnegan.
Instagram: bourbonandfinnegan*

What we do & services we offer



- Document Management & Technical Solutions
- Digitizing of business records, including: paper files, large format building plans, and high accuracy engineering drawings
- Digital conversion or creation of microfilm , microfiche, aperture cards
- Software and Cloud (SaaS) solutions and professional services for information access and collaboration
- Sales of scanners, network products & external storage devices
- Offsite physical records storage options (via contract partners)
- Secure document destruction (via contract partners)
- Work with non-profits that teach imaging skills to people with disabilities, helping to support sustainable careers, i.e., Columbia Industries, and others

Alliances, partners and training



Ingram Micro – Cloud solutions, reseller of DropBox Business and more

Epicor solutions – Cloud solutions, reseller of DocSTAR ECM, ESRI ArcGIS sys.

Deskless Workers app – Reseller of mobile collaboration solutions for the field

iStorage – Reseller of PIN coded external storage drives

Other member training resources

PTAC - Procurement Technical Assistance Center

SBDC – Small Business Development Center

MRSC Rosters – Municipal Research and Services Center

NWMSDC – Northwest Mountain Minority Supplier Development Council
TAS marketing support for our City of Seattle contract



Potential internships considered



Marketing support for eMailing, Social media, Blog posts, Website

Current tools include: Constant Contact, CrowdContent, NeverBounce, Gsuite, Streak CRM for Gmail, offshore partners, and others resources

Assist in content research and developing targeted messages

Help develop client and prospect follow-up messaging

Help to create local government messaging

Learn what's behind production digital imaging

Other creative ways to get our message out

Assist in growing our small business



Qualifications

The intern will have the desire to learn a service business that is currently in high demand due to a critical need for the remote/home based work force...the future of work.

How to apply and dates

We are not on a timeline, don't have an HR department or a formal application process. We'll take the advice of the Bellevue College staff.

Apply through Bellevue College Connect or email Noreen or me directly to talk about possible opportunities of interest.

Mick Plath - mplath@usimaging.com

Noreen Plath – nplath@usmaging.com

Thank You

USArchive & Imaging Services



End of presentation

Misc. materials follow

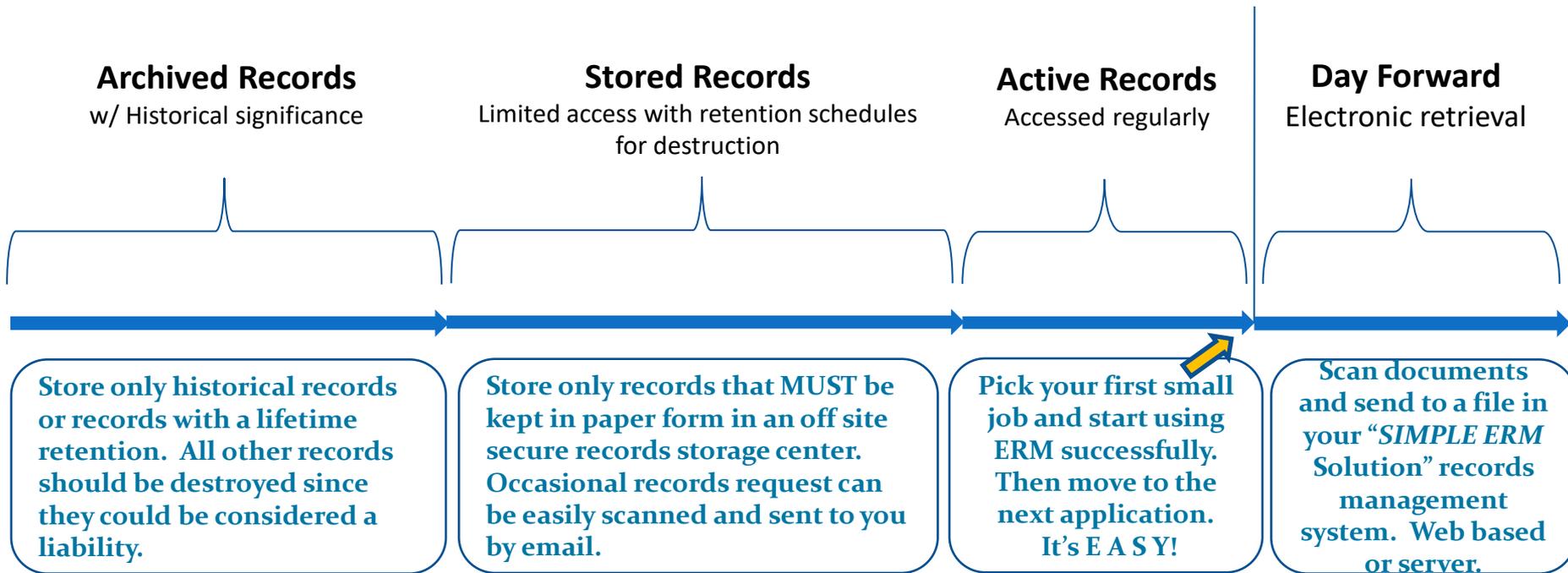


“SIMPLE ERM Solutions”

Electronic Records Management made E A S Y!

Where do you start?

You are here...
Now what?



It's really easy when you take it a little at a time using “SIMPLE ERM Solutions” from
USArchive & Imaging Services

Document Scanners

(all brands)



Workgroup Series

Production 700 Series & 5600 Series



Smart Touch Enabled



Production 600 Series



Production Ngenuity Series



PIN Coded External Drives (Security of data transportation)



Absolute security!
We use only Tier 1 memory
Never worry about losing a flash
drive or be concerned about
possible hacking threats



Document Destruction



- **Media Destruction**
- **Protect Against Identify Theft**
- **Consultative Analysis**
- **Certificate of Destruction**
- **Locked bin security**
- **Retention Scheduling**
- **Scheduled Pickup/Delivery**
- **Cost-efficient**

**On Site
Destruction**

**Secure Locked
Containers**



Records Storage Solutions



Anything look familiar?



*The **Smart** FILE BOX*

Water Resistant & Acid Free Storage Containers

Phoenix Sustainable Products
Distributed by
USArchive & Imaging Services, Inc.



- File boxes - for protection of valuable business records
- 100% Recyclable, Re-pulpable & Biodegradable (not a wax coating)
- Uses a moisture barrier outside coating certified pH neutral with buffer
- Prevents water damage from flooding or sprinkler accidents
- Acid free - protecting documents for long term storage
- Heavy duty construction - double wall construction on base, triple wall ends
- 850 lbs. stacking strength

Additional uses:

- Food storage containers including plates & cups
- Protecting technical parts during shipping and storage

