



IMAGING SERVICES CAPABILITY STATEMENT

DOCUMENT SCANNING & IMAGING * RECORDS MANAGEMENT * CONSULTING SERVICES

NOS has been partnering with commercial and government clients to manage information by providing proven, turnkey solutions, utilizing technology, services, and products.

- Document specialists are HIPPA and Sarbanes-Oxley compliance certified.
- Software application is hosted on FedRAMP certified server.
- Facility is NARA compliant.

Teaming Alliances: 8A * Small Business * Service Disabled Veterans * Alaskan Native * Woman-Owned

Recent Contracts Include: National Science Foundation, DC Government, Department of Labor, National Cancer Institute, Exelon, US Marshals, IMF, American Institute for Research, Johns Hopkins, and World Bank

Services and Expertise

- B/W, color, mixed, library books, historical records
- Engineering / architectural drawings, prints, photos
- Microfilm / microfiche
- Indexing / data entry
- Conversion to multiple file formats
- Comprehensive document / information management solutions

Facility and Personnel

- Secure, limited access with audit trail
- Fully alarmed and monitored by an outside source
- All work performed in large, open-area under close supervision
- All employees must pass criminal background check and drug screens
- All employees must sign confidentiality agreements

Company NAICS

- 518210 – Data Processing, Hosting, & Related Services
- 561410 – Document Preparation Services
- 541611 – Administrative Management and General Management Consulting
- 561439 – Other Business Service Centers
- 561990 – All Other Support Services

Equipment and Software

- High-speed production scanners with high output capacity
- High productivity book scanner machine designed for libraries and historical books
- Large format production scanners with high volume capability
- Professional imaging, OCR and indexing software

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