

SPO ALERT

Date: 06/02/2022
To: State Agencies and Cooperative Members
From: ADOA – State Procurement Office
Re: Focus Group: Document Management Services

The Arizona Department of Administration State Procurement Office (SPO) will conduct a Focus Group Meeting to discuss current and future requirements for **Document Management Services** Statewide.

Current contracts for these services include:

ADSPO18-185888 DOCULYNX
ADSPO18-185889 SECURE ONE OUTSOURCE SOLUTIONS INC
ADSPO18-185890 ICM CONVERSIONS INC

Some examples of Document Management Services may include:

- Document Imaging
- Document Scanning
- End to End Document Management Services
 - Creation
 - Storage
 - Maintenance
 - Retention
 - Archiving
 - Document Destruction

If you would like to participate in this focus group meeting, please register at the link below prior to **4 PM Monday, June 6th, 2022**. The Meeting will take place on **Wednesday, June 8th, 2022 at 2:00 PM** via Google Meet.

To attend the focus group meeting, please fill out the Focus Group Google Form by clicking on [this link](#) and you will receive a calendar invite.

If you have any questions regarding this announcement, please feel free to contact me at 602-542-8921 or Eric.Bell@azdoa.gov.

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