



CAPABILITY STATEMENT

Name: RMMI Digital Document Solutions
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Additional Contact Information

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Status: Small Business

DUNS#: 054057273 **CAGE#:** 5M4L5 **Government Publishing Office Contractor Code:** 050-76024

Contract Vehicles: Strategic Partner with the Program Support Center (PSC); GPO Simplified Purchasing Agreements (SPA)

SERVICES

- Providing services locally, regionally and nationally in all 50-states
- Document Management, Automated Workflow, Digital Workflow, Advanced Capture, eForms, and Records Management Consulting
- Electronic Document Management Software, Retrieval Software, Database Hosting, Database Design and Implementation
- Electronic Data Processing, Custom Integration, Software Training, and, Content Migrations and Conversions
- Data Storage, Cloud Hosting, and, Scanning Hardware Support and Services
- Scanning, Imaging, Digitizing, Conversion, Archiving, and On-Site Services
- Paper Files/Records, Microfiche, Microfilm, Aperture Cards and Slides Conversions, Books, and Oversize Maps/Drawings
- Data Entry Services, Indexing and Coding
- eDiscovery, Litigation Support, Investigations, Administrative Record Index, and FOIA Requests

NAICS CODES

518210 – Data Capture Imaging, Data Entry Services, Data Processing Computer, Computer Data Storage Services, Electronic Data Processing

519120 – Libraries and Archives

541511 – Custom Computer Software Analysis and Design Services

541512 – Computer Software Consulting Services

541513 – Computer Facilities Management Services

541611 – Records Management Consulting

561110 – Office Administrative Services

561410 – Document Preparation Services

561439 – Business Service Center Providing a Range of Support Services

COMPANY OVERVIEW

RMMI Digital Document Solutions is a Small Business and we believe there is a better way to manage information and its workflow and the federal government and citizens of the United States are better served when they are connected digitally. We have been in operation since 1996 and our services provide the essentials to expertly manage data and information as a result of paperless and workflow initiatives, data conversions, litigation, investigations, FOIA, and discovery requests. We set up systems to capture, store, consolidate, organize, categorize, and control all kinds of records and create eForms and workflows to automate business processes. In addition, we leverage artificial intelligence technologies to reveal insight and context into information previously unknown. RMMI is a strategic partner with PSC, the largest multi-function shared service provider to the federal government, who uses a multitude of multi-agency award vehicles best suited for each customer allowing for any agency to procure and access our services.

RMMI is located 20-minutes north of the Denver Federal Center and operates in an owner-operated protected building with 10,000-square feet of office and storage space. The building is highly fortified with limited street access and features a secured loading dock with video surveillance and direct access to the office. It's location also provides for central and convenient access for customers locally and nationally.