

Response to Questions regarding DEED's FileNet to Onbase Conversion SOW

3/21/2011

Q. What does 'dted' stand for?

Answer: DTED is the acronym for Dept of Trade and Economic Development that was merged with the Employment Department several years ago. The FileNet system was purchased and used by DTED and is currently used by the DEED units that were part of DTED.

Q. How many environments (development, qa, production) does DEED have and is conversion required for all environments?

Answer: DEED only has one FileNet and one OnBase environment.

Q. Does DEED have a utility to export FileNet documents?

Answer: No

Q. Does DEED have a license for the OnBase Document Import Processor Module? Does the DEED OnBase Administrator know how to use it.

Answer: Yes, DEED has a license for the Document Import Processor Module, however, the DEED admin has not yet been trained on how it works.

Q. Does DEED have a FileNet developer available?

Answer: No

Q. Total Number of pages in FileNet.

Answer: Currently there are approximately 1,612,216 pages in FileNet. Not all documents will be converted, refer to question below.

Q. Are all FileNet documents going to be converted to OnBase or only a subset that will be identified?

Answer: Not all documents will be converted, staff are in the process of deleting documents that will not be converted. Only 5 document types out of 14 document types will be converted.

Q. How many documents will be converted?

Answer: The number is approximate as for the next week users will still be adding and deleting documents into the system. As of 3/21/2011 there are 201,527 documents that are approximately 8 pages each. The storage space is 2.8 GB.

Q. Is DEED willing to ship it's FileNet Tranlogs or encrypted drives for conversion off site?

Answer: No.

Q. Will the taxonomy between FileNet and OnBase different?

Answer: Yes, new document types and metadata is changing. In some case the file name in FileNet is a keyword in OnBase.

Q. Document Types?

Answer: TIF, MSOffice, PDF.

Q. Are the TIF Images are Group-4, Banded Group-3, F-DOS or other?

Answer: The TIF images are the result of images scanned into the system, they are not compressed or have any additional formatting.

Q. Are there any annotations that need to be converted?

Answer: The annotation feature was not accepted by the users, there may be very few if any.

Q. Are there documents/images stored in Image Services that need to be converted?

Answer: No, Image Services is not used.

Q. Are the metadata and documents stored in the Content Engine?

Answer: Our documents are stored in SQL server

Q. How many document classes, custom objects and class properties are in the current FileNet system?

Answer: DEED's FileNet structure is 1, Library, 3 folders, 4 document class types. The document class properties are text, date and integer

Q. What is the warranty and acceptance criteria?

Answer: It is anticipated that the success rate would be 100%. For DEED this means that the same record count, image count, metadata and image quality would be the same in OnBase as it was in FileNet. Documents would have the same number of pages in the same order in both systems. Users would be able to find and read all converted documents. Data migration documents and reports will be provided to DEED and testing in the DEED environment to confirm the success and quality of the conversion. Post conversion support would be available after the completion of the conversion.