

## Ricoh Municipality Quick Start



Deliver secure, always-on services with a turnkey electronic records management solution designed specifically for small and rural Canadian communities.

Across Canada, the need for townships and municipalities to effectively serve their residents and empower staff has never been stronger. Communities are growing. Demographics are changing. The expectations of all constituents continue to increase and provincial governments are taking notice.<sup>1</sup>

Yet, even while dealing with limited resources and budgets, small municipalities must find and deploy modern solutions that use tax dollars effectively to enable digital services for individuals, families and businesses. **Ricoh is here to help.**

### Introducing Municipality Quick Start by Ricoh

Exclusively for small, rural municipalities in Ontario and British Columbia with populations of less than 10,000 residents, **Ricoh Municipality Quick Start** is a pre-packaged, turnkey digitization solution powered by Laserfiche Cloud that can be up and running—and serving your constituents—in just four weeks.

With this online document management system, office personnel can upload, view, work with and submit all types of digital content using a streamlined web interface. More importantly, they can access content wherever they go, whether from a computer or on a mobile device. The solution also provides the tools to ensure that all data is secure.

### Why Ricoh?

For more than 30 years, Ricoh has worked closely with municipalities of all sizes, including more than 250 local government offices across Canada, to modernize their work environments with robust digital workplace and automation solutions that achieve greater efficiency and cost savings.



## Package Components

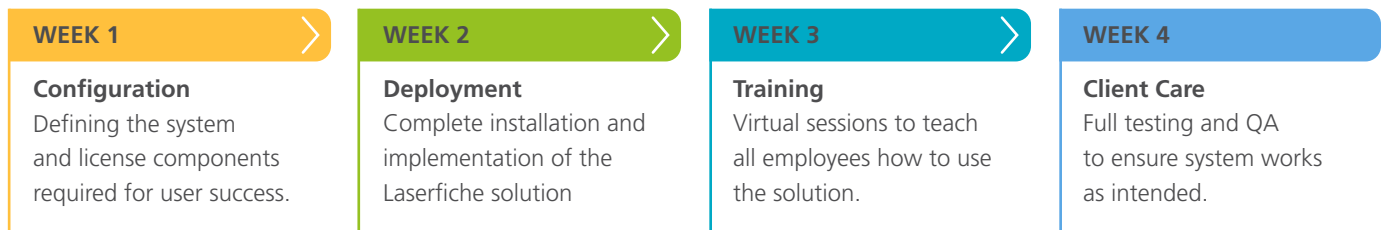
We've designed this as an all-in-one package tailored for municipalities that conform to the TOMRMS (The Ontario Municipal Records Management System) and LGMA (Local Government Management Association) in British Columbia. It includes the initial software licensing fees as well as all Ricoh professional services expertise and resources needed to deploy the implementation and get employees fully trained on the **Municipality Quick Start** solution.

### A Laserfiche Municipality Site License includes:

- Access to Laserfiche Cloud for up to 100 Full Named Users with up to 10TB of storage
- Unlimited Public Portal, Unlimited Forms Portal to post public-facing documents and forms
- Advanced Audit Trail, Records Management, QuickFields Complete with QF Agent, Import Agent, Connector, SDK, RPA Bot
- Unlimited Direct Share

## Deployment Timeline

Employing a proven, four-phase delivery process, Ricoh's industry-leading Professional Services team will work closely with your organization during all phases to ensure a successful implementation. Weekly deliverables are defined as the following:



## Meet the increasing call for always-on government services and resources with Ricoh Municipality Quick Start

As communities grow and expand, the need for efficient, always-available government services has never been more urgent. With Ricoh's new **Municipality Quick Start** package, your local government offices can provide the services and essential information your constituents need 24 hours a day, while also providing a strong foundation for digital government.

**To learn more about the Municipality Quick Start package, contact your Ricoh Account Manager today or visit [ricoh.ca](https://www.ricoh.ca)**

In Ontario, Ricoh is a certified, single supplier partner of the OEMC (Ontario Educational Collaborative Marketplace), providing solutions tailored to the modern digital workplace and the unique needs of publicly funded organizations seeking assistance under the provincial **Municipal Modernization Program** in 2021<sup>1,2</sup>. Ricoh is also a qualified, single IT vendor on the Supply Chain Ontario VOR (Tender 11359).<sup>3</sup>

1 <https://news.ontario.ca/en/release/55415/building-rural-ontario-together>

2 <https://news.ontario.ca/en/release/60109/ontario-supports-modernization-of-small-and-rural-communities>

3 <https://www.doingbusiness.mgs.gov.on.ca/mbs/psb/psb.nsf/VORDetails?OpenForm&Lang=EN&unid=2B33EBA708BCBF438525852000741E5B>