dAiDA

CASE STUDY

BURLINGTON COUNTY ENGINEERING



SUMMARY

Burlington County Engineering partnered with Daida to modernize its engineering records by digitizing more than **1.5 million documents**, including **250,000 large-format drawings**. The project eliminated outdated retrieval methods, reduced storage requirements, and provided fast, secure access to critical engineering records while creating space for a new 911 Call Center.

CLIENT BACKGROUND

The Burlington County Engineering Department maintained more than **1.5 million engineering records**, including over **250,000 large-format documents**. Staff relied on obsolete aperture cards and reader printers to locate information, making document retrieval inefficient while valuable office space remained occupied by paper archives. The County needed a modern solution that would improve access to records while supporting the construction of a new 911 Call Center.

THE CHALLENGE

The Department needed to digitize and securely destroy more than **1.5 million documents**, including large-format engineering drawings, while preserving critical index information and ensuring fast access to records. The solution also needed to eliminate outdated retrieval equipment, reduce storage requirements, and streamline long-term records management.

THE SOLUTION

Daida implemented a comprehensive document conversion and records management solution that included document preparation, inventory management, barcode generation, indexing, high-resolution scanning, quality assurance, and migration into Daida's secure cloud-based document management platform.

The project also included migrating legacy images from the County's obsolete EDMS, Alchemy, into DocumentSync®. Following successful digitization, original paper records were submitted for New Jersey destruction approval, and certified destruction was completed in accordance with state requirements.

IMPLEMENTATION

Daida delivered a complete engineering records modernization program that included:

- Inventory and preparation of all engineering records
- Barcode generation and intelligent indexing
- High-resolution scanning at **300 DPI**
- Comprehensive quality assurance review
- Migration from the County's legacy EDMS (Alchemy)
- Secure cloud-based document management with DocumentSync®
- State-approved certified destruction of original paper records

RESULTS

By partnering with Daida, Burlington County Engineering eliminated its document backlog while reducing operating costs and reclaiming valuable office space. Employees now have fast, secure access to engineering records through the cloud-based DocumentSync® platform, eliminating the need for outdated aperture cards and reader printers and significantly improving operational efficiency.



- **Digitized more than 1.5 million engineering records**
- **Converted over 250,000 large-format documents**
- **Eliminated document backlog**
- **Reduced operating costs**
- **Consolidated office space to support a new 911 Call Center**
- **Eliminated obsolete aperture cards and reader printers**
- **Enabled fast, secure access to engineering records through DocumentSync®**

WHY PARTNER WITH DAIDA?

Decades of Expertise: For **60+ years**, Daida has been a trusted leader in comprehensive information management, with deep experience in Enterprise Content Management (ECM), document scanning, and business process automation solutions.

Ironclad Security & Compliance: With extensive experience in data security and compliance, Daida ensures adherence to stringent industry regulations and privacy mandates.

Time & Space Savings: Schedule projects around unique operational requirements, eliminate time-consuming manual document processes, and reclaim valuable office and storage space.

Dedicated Support: We provide exceptional customer support for every engagement, ensuring a seamless, worry-free experience from planning through implementation.

National Reach: Daida serves organizations nationwide with responsive support, proven expertise, and document management solutions tailored to each client's operational needs.