



Since 1919 Gardens Imaging Solutions, Inc., has provided a long term commitment to Quality, Support and Value to Our Design/Construction and Development customers. For nearly 103 years we have continued to bring the latest in Products, Service and Technologies to our customers. Unlike other Imaging firms in the area we once again feel it is important to not hide these services from our customers, as an **“INDUSTRY LEADER”** we Introduce our **NEW** and Improved Plan Room Solution “.

Vipr, provides a safe and secure Web-based service to store, retrieve, organize, print, track and distribute your project documents. It's referred to as an online plan room, an online reprographic and imaging service and a online document management service. Collectively, we refer to these components as “Electronic Document Management Tools” developed specifically for our Design/Construction/Development clients.

**Dedicated To Providing
“Tomorrow’s Technology For
Today’s Imaging Needs”
Since 1919**

Virtual Information Plan Room

Workflow

Imaging and Reprographics-based, customer-driven. Vipr is a comprehensive browser-based approach to managing your construction documents. No seat fees, license fees or expensive software are required to use the system.

Security

Log in is secure with 128-bit encryption and SSL security protocols, equivalent to on-line banking. All security is based on our customers needs and demands, you build the security as it is your site.

Flexibility

Multiple project plan rooms can reside inside a single company plan room. The site construction is based on your demand for each plan room development. We understand that your needs are based on the needs of your customers.

Each plan room will and can be different. Most plan rooms however are constructed using Three specific types of plan rooms: Public, Company and Specific.

Organization & Viewing

Easy organization of documents and sets with familiar and simple "tree-structure" by using the Vipr Electronic Document Management System approach.

Ordering, view, magnify, and retrieving of documents can be accomplished all from one single area of the Web Based application, with an on-board viewing application that allows ordering directly from the viewing window.

Plan Set Creation & Ordering

Create and Order individual issues, sets, bundles or sheets. Custom bundles can be pre-configured to contain only the drawings you choose. Fixed bundles can be created to pre-set not only the specific drawings, but any drawings you require.

Quick Order system makes simple orders fast and easy.

The Most Current Set is always available with one click. Any history document as well as all change orders can be reviewed easily.



Ease of Use

The e-commerce ordering system includes all production options available for all documents being produced, including large format black & white, small-format black & white, and digital color.

Viper has been constructed on a foundation that our customers have developed and required for their specific needs.

Distribution & Delivery

Distribution can be as simple (order returns to the person logged in) or as complex as necessary (different sets of different drawings to many people).

Documents can be distributed via our delivery people, FEDEX, UPS, Air-Borne, US Mail or outside third party delivery fleet if required.

Using a built-in address book, distribution and delivery of documents is as easy as "point-and-click."

Administration

Generate information about what plans were posted to the plan room, who ordered what documents and even how many times and document was viewed. The document can even be tracked to when a person reviewed the document.

Electronic notice can be produced informing users, bidders and others involved of updates and changes and directing them to where the documents are going to posted to streamline the search process.

All permissions are managed by both the cus-

SUCCESS

Our Imaging Team believes that the expertise of your Imaging Specialists and a suite of powerful database-driven tools will provide for your successful approach to a productive online plan room. *Viper* removes the difficult and time-consuming tasks of managing a project from beginning to end. We have built *Viper* to accomplish several key objectives for our Imaging and Reprographic customers using our powerful Web based services:

- ◆ Provide secure and easy access to Plans and Specifications.
- ◆ An easy way to distribute the printed documents on-time or ahead of schedule.
- ◆ Increase organization over the hundreds or thousands of projects plans on a typical construction project.
- ◆ Shorten project schedules.
- ◆ Remove redundant and time consuming tasks involved in document control.
- ◆ Allows for higher quality documents to review with faster printing and or re-printing of bid sets.
- ◆ Allowing for multi-platform access.
- ◆ Faster Approval process of information.

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Gardens
Imaging Solutions, Inc



Serving Design Professionals since 1919



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Virtual Information Plan Room

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