

# How DocuDriven Helped Beaverton School District Digitize 2.5 million HR & Payroll Images



## CHALLENGE

Beaverton School District's HR department was sitting on decades of paper personnel records: active and inactive employee files, I-9 forms, leave-of-absence documents, and other sensitive materials dating back to the 1960s. With a new electronic HR system on the way, the district needed all of it converted to digital and ready to migrate, with confidentiality and a clear chain of custody maintained at every step.

The scope was significant from the start — an estimated 1.3 million images that came in hundreds of boxes. Compounding the challenge, the district needed the work done fast: within a four-month window, with no room for slow communication or missed deadlines.

After evaluating vendors, the district chose DocuDriven for its pricing and its commitment to hitting that tight timeline.

## SOLUTION

To prove the process before committing to full-scale production, DocuDriven completed two test boxes: one complex, one simple, allowing the team to fine-tune scanning and data-handling procedures ahead of the larger rollout.

From there, DocuDriven built a meticulous document-tracking process to maintain a chain of custody throughout the project, down to the level of individual folders. "We needed a way to record and track documents leaving our facilities," Giardiello explained. "This is not easy when you need to capture the name of every single folder. They found a way to do it efficiently and expedited." Every document, including the district's most sensitive HR files, was handled with the same level of care and traceability.



Since the beginning, the DocuDriven proposal fit all our needs, including a better price and commitment to do the job in four months.

It was 'too good to be true,' but it was clear that they knew and had experience with the task when they presented their proposal."

**ALFONSO GIARDIELLO**

EXECUTIVE ADMINISTRATOR  
FOR TALENT ACQUISITION,  
BEAVERTON SCHOOL  
DISTRICT



## RESULTS

### Nearly 2.5 million Images Digitized in 5 Months

During the process a scope change occurred and added another approximately 1.2 million images including not only paper, but microfiche. One additional month was added onto the project schedule to accommodate this scope change. DocuDriven digitized approximately 2.5 million paper and microfiche images for the Beaverton School District, completing the expanded project on schedule despite the scope growing well beyond the original estimate.

By digitizing their files, the district improved the accessibility and security of its HR records and simplified internal processes like staff onboarding and leave management, a project that made a lasting impact on the district's document management workflows.

## THE DOCUDRIVEN DIFFERENCE

We don't just scan documents; we adapt to what the client actually needs, even when the scope changes midstream. "DocuDriven delivered as promised and was always ahead of the plan," Giardiello said. "They adapted to all our requirements, and their attention to detail, confidentiality, and efficiency was impeccable. They handled nearly 2.5 million images in five months, all while maintaining clear communication and ensuring we were always on track."

"It was a huge relief and a boost of confidence when we found DocuDriven."



**It has been  
a pleasure  
to work with  
a company  
that is so  
reliable  
and  
efficient."**

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## ABOUT DOCUDRIVEN

DocuDriven optimizes the value of your records, delivering expertly designed solutions — on-time and on-budget. Whether you have decades of paper boxes, large format blueprints, or dormant/unstructured data, we help you cull out what you don't need and make your vital data searchable and easy to find.

**When records accuracy, accountability, and scale matter, organizations choose *DocuDriven*.**