

**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: \*9a

Title:

Recommendation to approve an agreement with MCC Innovations (MCCi) for Laserfiche support and maintenance for \$27,360

Presenter:

Larry Gunderson, Director of Information Systems

Meeting: Government Operations Committee

Date: January 22, 2019

Proposed Cost: \$27,360

Budgeted Amount: \$28,944

Not Budgeted: **Executive Summary** *(if not budgeted please explain):*

Laserfiche is the Electronic Document Management System that was selected through the City's procurement process and approved by City Council on December 1, 2014.

Because the City originally purchased the software from MCCi, that company has become the provider for the continued ongoing software maintenance and support for Laserfiche. This maintenance contract provides technical support and product upgrades for the covered period of one year, February 19, 2019 to February 18, 2020.

MCCi has provided service to the expected level set by both Laserfiche Software and the City. We have received above average response time for technical support for both everyday support requests, as well as assistance with our custom workflows, and integration with other third party applications. In addition, any new software released from Laserfiche is tested fully by MCCi for performance and functionality. Once complete, we are then advised by MCCi as to whether we should install the new upgrade and what issues the upgrade will solve.

The base costs for maintenance and support have maintained stable since last year's agreement and have only increased due to the purchase of additional Laserfiche user licenses because of expanded use of Laserfiche.

**Attachments** *(please list):*

None

**Recommendation/Suggested Action** *(briefly explain):*

Recommendation to approve an agreement with MCC Innovations (MCCi) for an annual contract for Laserfiche support and maintenance for \$27,360