



# City of Keller

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## Legislation Text

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**File #:** 18-286, **Version:** 1

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**To:** Mark R. Hafner, City Manager

**From:** Sean Vreeland, Director of Information Technology

**Subject:**

Consider a resolution approving a three-year extension of the City's current Laserfiche priority support services agreement with DocuNav Solutions of Frisco, TX, through the State of Texas Department of Information Resources (DIR) Cooperative Purchasing Program, for software licenses, maintenance, and associated upgrades, for the Information Technology Department.

**Background:**

The City has been using Laserfiche software as its primary document imaging system since 2005. Laserfiche, which is used by every department in the City, provides us a city-wide document management system that is instantly searchable by any employee. It allows us to automate common document related tasks, enforce strict document security, and easily customize business processes.

When purchasing Laserfiche software licensing, we are required to go through a Value Added Reseller (VAR). DocuNav Solutions has been the City's Laserfiche VAR since we began using Laserfiche in 2005. Over the past 13 years, they have helped us develop an efficient, robust, and powerful document imaging system. Every year more automation and efficiencies are added with the experience and expertise of City staff and DocuNav engineers. Our ultimate goal is to transition the City to a near paperless operation. DocuNav and Laserfiche are key components to reaching that goal.

The proposed DocuNav Priority Support Agreement included all required Laserfiche software licensing to enable the City to continue to use Laserfiche to its fullest capabilities. Signing a 3 year contract allows us to lock in software and support pricing and receive a 10% discount.

**Financial Impact:**

The DocuNav Priority Support Agreement is a three (3) year agreement that will cost \$49,434.30 per year, totaling \$148,302.90 over the three (3) year term.

Funding is available from the Fiscal Year 2018-19 Information Technology Fund.

**Alternatives:**

City Council has the following alternatives:

- Approve as submitted
- Approve with changes
- Denial

**Council Action:**

Approve a three-year extension of the City's current Laserfiche agreement with DocuNav Solutions.

