



**CITY OF FORT LAUDERDALE**  
**City Commission Agenda Memo**  
**REGULAR MEETING**

**#17-1148**

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**TO:** Honorable Mayor & Members of the  
Fort Lauderdale City Commission

**FROM:** Lee R. Feldman, ICMA-CM, City Manager

**DATE:** October 17, 2017

**TITLE:** Motion to Approve Purchase of Additional Licenses and Associated Professional Services for the Deployment of the Enterprise Content Management System (Laserfiche) – MCCI, LLC - \$68,144

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**Recommendation**

It is recommended that the City Commission approve the purchase of the required licenses and associated professional services for the deployment of the Enterprise Content Management System (Laserfiche) for the Fire-Rescue Department and City Clerk's Office, and for the integration licenses of Laserfiche and the Land Management System (Accela) for the Department of Sustainable Development (DSD) from MCCI, LLC in the total amount of \$68,144.

**Background**

On February 17, 2015, the City Commission approved the contract for purchase of Laserfiche from MCCI, LLC including funding for the initial task order for the deployment of the software and migration of electronic documents for DSD (CAM #15-0251).

In order to complete the migration from the legacy system into Laserfiche, licenses for the Fire-Rescue Department and City Clerk's Office are needed. The Department of Sustainable Development is building a new interface from the Accela system to Laserfiche for records management purposes.

The cost breakdown is as follows:

DSD – Accela/Laserfiche Integration	
Software Licenses – Annual Subscription	\$ 9,000.00
Professional Services including travel	13,200.00
Total Project Cost	\$ 22,200.00

City Clerk's Office	
Software Licenses	\$ 3,360.00
Professional Services including travel	2,640.00
Training and Travel	4,860.00
Maintenance (first year only)	896.00
Total Project Cost	\$ 11,756.00

Fire-Rescue Department	
Software Licenses	\$ 13,440.00
Professional Services including travel	13,200.00
Training and Travel	4,860.00
Maintenance (first year only)	2,688.00
Total Project Cost	\$ 34,188.00

### **Resource Impact**

There is a current fiscal year impact in the amount of \$68,144.

<i>Funds available as of October 3, 2017</i>					
ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB- OBJECT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
140-DSD034002-3199	Building Permits	Capital Outlay/Other Professional Services	\$3,245,388	\$3,245,388	\$22,200
001-CLK010101-3907	City Clerk Administration	Services & Materials/ Data Processing Supplies	\$240,137	\$240,137	\$3,360
001-CLK010101-3199	City Clerk Administration	Services & Materials/ Other Professional Services	\$240,137	\$240,137	\$7500
001-CLK010101-3401	City Clerk Administration	Services & Materials/ Computer Maintenance	\$240,137	\$240,137	\$896
001-FIR010101-3907	Fire-Rescue Administration	Services & Materials/ Data Processing Supplies	\$138,593	\$138,593	\$13,440
001-FIR010101-3199	Fire-Rescue Administration	Services & Materials/ Other Professional Services	\$138,593	\$138,593	\$18,060
001-FIR010101-3401	Fire-Rescue Administration	Services & Materials/ Computer Maintenance	\$138,593	\$138,593	\$2,688
<b>TOTAL AMOUNT ►</b>					<b>\$68,144</b>

### **Strategic Connections**

This item is a *Press Play Fort Lauderdale Strategic Plan 2018* initiative, included within the Internal Support Cylinder of Excellence, specifically advancing:

- Goal 11: Be a well-trained, innovative, and neighbor-centric workforce that builds community.
- Objective 4: Provide a reliable and progressive technology infrastructure

This item advances the *Fast Forward Fort Lauderdale Vision Plan 2035: We are United*.

**Attachments**

Exhibit 1 – City Clerk’s Task Order

Exhibit 2 – Fire Department’s Task Order

Exhibit 3 – DSD Accela Task Order

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