



CITY OF FORT LAUDERDALE
City Commission Agenda Memo
REGULAR MEETING

#18-0816

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

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

DATE: August 21, 2018

TITLE: Motion to Approve Purchase of Additional Licenses for the Deployment of
the Enterprise Content Management System (Laserfiche) – MCCI, LLC -
\$32,832

Recommendation

It is recommended that the City Commission approve the purchase of the required licenses for the deployment of the Enterprise Content Management System (Laserfiche) for the Finance Department, including Utility Billing, from MCCI, LLC in the total amount of \$32,832.

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 the Department of Sustainable Development (DSD) (CAM #15-0251). The intention was to expand the use of the Laserfiche system organization-wide as the DSD project progressed in order to replace the City's outdated and unsupported electronic document management system which dated back to 2001.

On July 7, 2015, the City Commission approved additional purchases of hardware and software for Information Technology Services to build the server environment for Laserfiche (CAM #15-0806). On August 22, 2017, the City Commission approved the purchase of Laserfiche software licenses for the Human Resources Department (CAM #17-0932). Most recently, on October 17, 2017, the City Commission approved additional software licenses for Fire-Rescue and the City Clerk's Office (CAM #17-1148).

In order to continue the migration into Laserfiche, licenses for the Finance Department and Utility Billing Office are needed.

The cost breakdown is as follows:

Finance Office	
Software Licenses (44)	\$21,120.00
Maintenance (first year only)	4,224.00
Total Project Cost	\$25,344.00

Utility Billing Office	
Software Licenses (13)	\$ 6,240.00
Maintenance (first year only)	1,248.00
Total Project Cost	\$ 7,488.00

Resource Impact

There is a current fiscal year impact in the amount of \$32,832.

<i>Funds available as of July 18, 2018</i>					
ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
001-FIN010101-3907	Finance Administration	Services & Materials/ Data Processing Supplies	\$52,220	\$50,763	\$21,120
001-FIN010101-3401	Finance Administration	Services & Materials/ Computer Maintenance	\$52,220	\$50,763	\$4,224
450-FIN100101-3907	Utility Billing & Collections	Services & Materials/ Data Processing Supplies	\$576,324	\$214,670	\$6,240
450-FIN100101-3401	Utility Billing & Collections	Services & Materials/ Computer Maintenance	\$576,324	\$214,670	\$1,248
TOTAL AMOUNT ►					\$32,832

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*.

Attachment

Exhibit 1 – Laserfiche Quote

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