

City Council – Action Request Form

Date: April 12, 2021

To: Mayor, Mayor Pro Tempore, and Members of the City Council

From: Ben Rowe, Assistant City Manager
Thomas Kureczka, Chief Information Officer

Council Action Requested:
Resolution Approving the Renewal of a Contract with MCCi, LLC for Software Licenses, Maintenance, and Support Services for Laserfiche Document Management System

Strategic Focus Area: Service Excellence
Strategic Objective: Ensure Service Delivery Efficiency and Effectiveness
Strategic Plan Action Item: No
Key Work Item: No



Summary of Information:

In 2014, the Mayor and City Council approved the purchase of the Laserfiche Document Management System. Laserfiche uses a network of vendor partners to service their customers. Laserfiche assigned One Source Document Solutions (One Source) as the City’s vendor partner of record and value-added reseller for the purchase of all Laserfiche licensed products and ongoing support agreements. One Source served as the City’s Laserfiche value-added reseller until August 2019, when One Source merged with another Laserfiche value-added reseller, MCCi, LLC and they began operating as one under the MCCi, LLC name.

MCCi, LLC has provided a proposal for the annual renewal of the City’s software licenses, maintenance, and support services at a total cost of \$34,367.85. The contract will provide license renewals, software updates, security patches, technical support for problem resolution, and continued educational resources for staff. The contract will cover the time period of May 13, 2021 through May 12, 2022. This annual renewal is not available from other resellers and must be purchased exclusively through MCCi, LLC. Per the City’s purchasing policy, any sole-sourced request over \$30,000 requires approval by the Mayor and City Council.

Committee Action:

Committee	Finance 4/12/2021	Action	Approval
For	Unanimous	Against	
Remarks:			

The costs for the software licenses and updates, security patches, and support services for the last five years and next four years are shown in the following table:

Contract Year	Time Period	Cost *	Percentage Change **
1	5/14/16 to 5/13/17	\$26,828.41	-----
2	5/14/17 to 5/13/18	\$27,220.18	1.46%
3	5/14/18 to 5/13/19	\$31,411.19	15.40%
4	5/14/19 to 5/12/20	\$30,685.82	-2.36%
5	5/13/20 to 5/12/21	\$34,310.17	11.81%
Total	5/14/16 to 5/12/21	\$150,455.77	---
1	5/13/21 to 5/12/22	\$34,367.85	0.17%
2	5/13/22 to 5/12/23	\$35,398.89	3%
3	5/13/23 to 5/12/24	\$36,460.86	3%
4	5/13/24 to 5/12/25	\$37,554.69	3%
Total	5/13/21 to 5/12/25	\$143,782.29	---

* Funds for all of the annual renewals were approved by City Council during the annual operations budgeting process.

** The larger percentages of change in years 3 and 5 were due to the purchase of additional staff licenses.

Approval is requested to renew the annual software license, maintenance, and support services contract with MCCi, LLC. Funding is allocated in the FY 20-21 Information Systems budget. It is further requested that authorization be provided to renew for three consecutive one-year terms at an amount not to exceed 3% annual increases.

Exhibit A includes workforce demographics for MCCi, LLC.