

AGREEMENT WITH ECS IMAGING, INC. FOR LASERFICHE MAINTENANCE, LICENSING AND SUPPORT

Eric McHenry, CIO

Information Technology Department

October 26, 2021

ECS Imaging - Laserfiche

Laserfiche is our software system used to store and archive City records. The system is used to hold permanent records, as well as records that have a specific retention periods defined by the City records retention schedules. Laserfiche is also used to enable public-facing records access.

Digitizing and shifting more physical records online continues to be a high priority for the City. This agreement provides for ongoing support of this essential tool.

ECS Imaging - Laserfiche

The City entered into a 3-year agreement with ECS Imaging in August 2018, approved by the City Manager, to upgrade the City's Laserfiche system, and provide annual maintenance, licensing and support.

ECS Imaging - Laserfiche

Since that time, ECS Imaging has performed satisfactorily, and the City wishes to extend the maintenance, licensing and support agreement for an additional 5 years.

The previous agreement expired in August 2021.

Recommendation

It is recommended by the Information Technology Department that the Council, by Resolution, approve a 5-year Agreement with ECS Imaging, Inc., Riverside, CA, for continued services in the amount of \$110,590.10, plus a \$20,000 contingency, for a total not to exceed \$130,590.10.

QUESTIONS?