Legislation Details (With Text)

File #:	BILL NO. 20-193	**Name:**	
Type:	Ordinance	**Status:**	Agenda Ready
File created:	8/31/2020	**In control:**	City Council - Regular Session
On agenda:	10/20/2020	**Final action:**	10/13/2020
Title:	An Ordinance authorizing the City to spend additional funds to purchase additional software licenses and services pursuant to the Master Services agreement between the City of Lee's Summit and OPG-3 Inc. and authorizing the City Manager to execute all documents necessary to effectuate the same on behalf of the City.		
Sponsors:			
Indexes:			
Code sections:			
Attachments:	1. Ordinance, 2. Master Services Agreement.pdf, 3. Laserfiche End User License Agreement.pdf, 4. Software and Support Costs.pdf		

Date	Ver.	Action By	Action	Result
10/13/2020	1	City Council - Regular Session	for second reading	Pass
10/13/2020	1	City Council - Regular Session	adopted and numbered	Pass
10/12/2020	1	Finance and Budget Committee	recommended for approval	Pass

An Ordinance authorizing the City to spend additional funds to purchase additional software licenses and services pursuant to the Master Services agreement between the City of Lee's Summit and OPG-3 Inc. and authorizing the City Manager to execute all documents necessary to effectuate the same on behalf of the City.

Key Issues:

The contract with OPG-3 Project was originally passed by City Council on November 19, 2019 and their selection was based on RFP No. 2019-029 with a not to exceed amount of $242,000.

Pandemic response is driving changes in service delivery and adding additional licensing will allow the city to provide more services online, and allow for contactless interactions for city staff to complete their jobs.

Adding a Public Portal and Forms Portal licensing will allow documents to be provided to the public in a searchable document portal, and allow the public to submit routable forms online.

Adding additional user licenses will allow more staff to participate in the system, thus reducing contacts with other staff for workflow and document management.

An expanded not to exceed amount of $125,000 is necessary to accommodate the purchases.

The CARES Act Funding is covering $94,500 of the requested increase.

Proposed Committee Motion: I move to recommend to the City Council for approval of an Ordinance

authorizing the City to spend additional funds to purchase additional software licenses and services pursuant to the Master Services agreement between the City of Lee's Summit and OPG-3 Inc. and authorizing the City Manager to execute all documents necessary to effectuate the same on behalf of the City.

Proposed City Council Motion:
FIRST MOTION: I move for a second reading of an Ordinance authorizing the City to spend additional funds to purchase additional software licenses and services pursuant to the Master Services agreement between the City of Lee's Summit and OPG-3 Inc. and authorizing the City Manager to execute all documents necessary to effectuate the same on behalf of the City.

SECOND MOTION: I move for adoption of an Ordinance authorizing the City to spend additional funds to purchase additional software licenses and services pursuant to the Master Services agreement between the City of Lee's Summit and OPG-3 Inc. and authorizing the City Manager to execute all documents necessary to effectuate the same on behalf of the City.

Background:
During 2018 and 2019 a replacement to the city's existing document management system was necessary. The conclusion of that effort led to an RFP process to select the enterprise content management system (ECMS) that was the best fit for the city's needs. The Laserfiche solution was selected and City Council approved entering into a contract with OPG-3 Inc to implement a Laserfiche system.

The system implementation began in December, and is ongoing. During the implementation it was determined that additional licenses were needed for users of the system. As the impacts of the pandemic moved on, it became apparent that adding licenses for users and portal components would aid in providing more options for staff to have touchless options, and the public to access documents or make requests without needing to come to city hall. The acquisition of the additional licenses was included in the budget for the CARES Act funding.

Impact/Analysis:
[Enter text here]

Timeline:
Start: 10/12/2020
Finish: 12/30/2020

Other Information/Unique Characteristics:
[Enter text here]

Stephen L. Marsh, Chief Technology Officer

Recommendation: [Enter Recommendation Here]

Committee Recommendation:

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