



Board Agenda Item 47

DATE: September 13, 2016

TO: Board of Supervisors

SUBMITTED BY: Robert W. Bash, Director of Internal Services/Chief Information Officer

SUBJECT: First Amendment to the Agreement with ECS Imaging, Inc.

RECOMMENDED ACTION(S):

Approve and authorize the Chairman to execute First Amendment to Agreement No. 15-020 with ECS Imaging, Inc. to increase the maximum Agreement cost by \$525,000, effective upon execution, for a total potential five-year cost not to exceed \$1,500,000.

Approval of the recommended action will allow for additional maintenance, support, and licenses for the County's existing Laserfiche Document Management System. There are currently eight County departments utilizing the system, with anticipation of additional departments using in the future.

ALTERNATIVE ACTION(S):

Should your Board not approve the recommended action, the increased requests for utilization of the system would be unfulfilled.

FISCAL IMPACT:

There is no increase in Net County Cost associated with the recommended action. Costs are passed on to user departments based on their requested usage of the software. The recommended action increases the potential five-year maximum Agreement amount to \$1,500,000. Sufficient appropriations for the current year are included in the FY 2016-17 Information Technology Services Department Org 8905 Adopted Budget. Funding for future years will be included in subsequent budget requests.

DISCUSSION:

On January 6, 2015, your Board approved Agreement 15-020 with ECS Imaging, Inc. to provide maintenance and support of the County's existing Laserfiche Document Management System.

The increased use of Laserfiche by County Departments has resulted in an increased need for additional licenses and services. Approval of the recommended action will allow for additional maintenance, support, and licenses for the County's existing Laserfiche Document Management System. There are currently eight County departments utilizing the system, with anticipation of additional departments using the system in the future.

The recommended action will increase the potential five-year maximum Agreement cost from \$975,000 to \$1,500,000. All other terms of the Agreement will remain the same.

REFERENCE MATERIAL:

BAI #13, January 6, 2015

ATTACHMENTS INCLUDED AND/OR ON FILE:

On file with Clerk - First Amendment

CAO ANALYST:

John Hays