Columbus Consolidated Government
Council Meeting Agenda Item

TO:	Mayor and Councilors
AGENDA SUBJECT:	CivicPlus DocAccess Software for Information Technology - Sourcewell Cooperative Purchase
INITIATED BY:	Finance Department

It is requested that Council approve the purchase of CivicPlus DocAcess software, for Information Technology, from SHI International (Somerset, NJ) in the amount of $56,801.96. The purchase will be accomplished by cooperative purchase via Sourcewell Cooperative Contract #121923-SHI.

The federal ADA Title II rule requires the City's website content, including posted PDFs, to meet accessibility standards. CivicPlus DocAccess automatically converts the City's PDFs into accessible versions to help meet that requirement.

The purchase will be accomplished by Cooperative Purchase via Request for Proposal (RFP) #121923-SHI, initiated by Sourcewell, whereby SHI International was one of the successful vendors contracted to provide Technology Products and Services. The contract is good through February 27, 2028. The contract available under Sourcewell has been awarded by virtue of a public competitive procurement process compliant with State and Federal statutes. Sourcewell is a State of Minnesota local government agency and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) that offers cooperative procurement solutions to government entities. Participation is open to federal, state/province, and municipal governmental entities, higher education, K-12 education, tribal government, and other public entities located in the United States and Canada. The RFP process utilized by Sourcewell meets the requirements of the Procurement Ordinance; additionally, the Procurement Ordinance, Article 9-101, authorizes the use of cooperative purchasing.

Funds are available in the FY27 Budget: General Fund – Information Technology - Information Systems Service Director – Software Lease; 0101 – 210 – 1000 – ISS – 6541.

A RESOLUTION

NO._____

A RESOLUTION AUTHORIZING THE PURCHASE OF CIVICPLUS DOCACESS SOFTWARE, FOR INFORMATION TECHNOLOGY, FROM SHI INTERNATIONAL (SOMERSET, NJ) IN THE AMOUNT OF $56,801.96. THE PURCHASE WILL BE ACCOMPLISHED BY COOPERATIVE PURCHASE VIA SOURCEWELL COOPERATIVE CONTRACT #121923-SHI.

WHEREAS, the federal ADA Title II rule requires the City's website content, including posted PDFs, to meet accessibility standards. CivicPlus DocAccess automatically converts the City's PDFs into accessible versions to help meet that requirement; and,

WHEREAS, the purchase will be accomplished by Cooperative Purchase via Request for Proposal (RFP) #121923-SHI, initiated by Sourcewell, whereby SHI International was one of the successful vendors contracted to provide Technology Products and Services. The contract is good through February 27, 2028. The contract available under Sourcewell has been awarded by virtue of a public competitive procurement process compliant with State and Federal statutes. Sourcewell is a State of Minnesota local government agency and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) that offers cooperative procurement solutions to government entities. Participation is open to federal, state/province, and municipal governmental entities, higher education, K-12 education, tribal government, and other public entities located in the United States and Canada. The RFP process utilized by Sourcewell meets the requirements of the Procurement Ordinance; additionally, the Procurement Ordinance, Article 9-101, authorizes the use of cooperative purchasing.

NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY RESOLVES AS FOLLOWS:

That the City Manager and/or his designee is hereby authorized to purchase CivicPlus DocAcess software, for Information Technology, from SHI International (Somerset, NJ) in the amount of $56,801.96. The purchase will be accomplished by cooperative purchase via Sourcewell Cooperative Contract #121923-SHI.
Funds are available in the FY27 Budget: General Fund – Information Technology - Information Systems Service Director – Software Lease; 0101 – 210 – 1000 – ISS – 6541.

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Introduced at a regular meeting of the Council of Columbus, Georgia, held the _____ day of _____, 2026 and adopted at said meeting by the affirmative vote of _____ members of said Council.

Councilor Allen voting _____.
Councilor Barnes voting _____.
Councilor Chambers voting _____.
Councilor Cogle voting _____.
Councilor Cook voting _____.
Councilor Crabb voting _____.
Councilor Davis voting _____.
Councilor Garrett voting _____.
Councilor Huff voting _____.

Councilor Tucker voting _____.

_____ _____

Lindsey G. McLemore, Clerk of Council B.H. “Skip” Henderson III, Mayor