



# GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM

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**AGENDA DATE:** October 30, 2024

**AGENDA ITEM:** Consider a motion to ratify the procurement contract with OPG-3 for Laserfiche cloud service and migration to Cloud services for \$12,450.

**PREPARED BY:** Julie Kennedy, General Manager

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## **BACKGROUND:**

We currently maintain a shared license with the City for an on-premise Laserfiche repository, which we use to store all documents required for record retention. However, many of our employees work in the field and are unable to access a computer to retrieve the necessary documents in Laserfiche. As a result, it has become essential to transition to a cloud-based repository.

This procurement contract covers the annual cost of our Laserfiche Cloud licenses, as well as the expenses associated with migrating our existing documents and workflows to the new cloud platform.

## **RECOMMENDATION:**

Consider a motion to ratify the procurement contract with OPG-3 for Laserfiche cloud service and migration to Cloud services for \$12,450.