



Technology Department • Kyle MacKenzie • Director
4303 Lawrenceville Highway • Loganville, GA 30052 • 770-466-0015 • www.loganville-ga.gov

Staff Report City Council

To: City Council

Through: Danny Roberts, City Manager

From: Kyle MacKenzie, IT Department Director

Date: October 5, 2025

Subject: MCCi Laserfiche Licensing Update

RECOMMENDATION:

Staff recommends to the Loganville City Council to approve the MCCi Laserfiche Subscription proposal. The total agreement renewal cost is \$30,139.15.

FISCAL IMPLICATION:

City of Loganville has utilized the Laserfiche platform for document retention and archiving for over 25 years. The project is budgeted and will come from 100-1535-521301 and 505-4300-521301.

BACKGROUND:

Laserfiche is the document storage system of the City of Loganville. Vital records and other items that have retention requirements are stored in the system for long-term safe keeping. Online forms for things such as employment applications and open records requests process through the Laserfiche Forms module. The new model adds a “site license” that gives us 100 user licenses up from the previous 29.

In addition to the user licensing changes, the new subscription adds a “public portal” for read-only public document review. Allows us to make any records available on our web site for the public to have read-only access.

DISCUSSION:

Approval of the new licensing structure for Laserfiche based on the subscription model set forth in the proposal from MCCi. The total project cost is \$30,139.15.