



MEMORANDUM

DATE: October 30, 2019

TO: Rob Schultz, Town Attorney

FROM: Chris Gjerde, IT Manager

SUBJECT: Sole Source for Approval by Town Attorney
ECS Imaging, Inc.

BACKGROUND:


The Information Technology Department requests sole source approval for ECS Imaging, Inc. regarding all software maintenance and support for Laserfiche software products. This includes all software updates and significant remote support, set-up and troubleshooting of the Laserfiche system.

Laserfiche sells their product through approved, licensed Solution Providers. The Solution Provider is responsible to service the accounts listed under their license with Laserfiche. ECS Imaging, Inc. is the top Solution Provider for Laserfiche in California. ECS Imaging is currently the assigned "Solution Provider of record" for the Town by Laserfiche and has extensive experience and expertise working with many local government municipalities, water districts, etc. throughout the state.

Approved as to Form:



Rob Schultz, Town Attorney



Date

Attachment 3