



CITY COUNCIL COMMUNICATION

DATE: October 21, 2024

FROM: Kelly Edwards, City Secretary

AGENDA ITEM: Consideration and possible action on the renewal agreement with DocuNav Solutions for Laserfiche and authorizing the City Manager to execute the agreement and quote.

SUMMARY:

- The City entered into an agreement with DocuNav Solutions for the purchase of Laserfiche on October 25, 2021.
- The agreement is for three years and will automatically renew for another three years unless the Buyer informs the Seller at least 45 days before the renewal.
- The cost of Laserfiche licensing increased by 5% in the first year and then will increase by 3% for each of the following years of the multi-term agreement.

FISCAL INFORMATION:

Budgeted: Y Amount: Summary below GL Account: 180-16-5214

Year 1 2024-2025	Year 2 2025-2026	Year 3 2026-2027
\$14,484.01	\$14,918.53	\$15,366.09

RECOMMENDED MOTION OR ACTION:

The agreement has been reviewed and approved by Legal. Staff recommends approval the agreement with DocuNav Solutions.

ATTACHMENTS:

DocuNav Quote with Renewal Agreement 2024