

## A G E N D A



## Recommendation for Council Action (Purchasing)

Austin City Council	Item ID:	11614	Agenda Number	42.
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Meeting Date:	December 15, 2011
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Department:	Purchasing
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## Subject

Authorize award, negotiation and execution of a 12-month contract with OPEN TEXT INC., Lincolnshire, IL, for maintenance and support services for the enterprise document imaging and document management system an amount not to exceed \$80,356.45 with four 12 month extension options in an amount not to exceed \$88,392.10 for the first option, \$97,231.30 for the second option, \$106,954.43 for the third option and \$117,649.88 for the fourth option for a total contract amount not to exceed \$490,584.16. Open Text Inc. is the sole source provider of this product.

## Amount and Source of Funding

Funding in the amount of \$76,323.41 is available in the Fiscal Year 2011-2012 Operating Budget of the Financial and Administrative Services Department, Communications and Technology Management. Funding in the amount of \$4033.04 is available in the Fiscal Year 2011-2012 Operating Budget of the Watershed Protection Department. Funding for the extension options is contingent upon available funding in future budgets.

## Fiscal Note

There is no unanticipated fiscal impact. A fiscal note is not required.

Purchasing Language:	Sole Source
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Prior Council Action:	
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For More Information:	Denise Lucas, Deputy Purchasing Officer, 974-1766
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Boards and Commission Action:	
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MBE / WBE:	This contract will be awarded in compliance with Chapter 2-9C of the City Code (Minority-Owned and Women-Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified; therefore, no goals were established for this solicitation.
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Related Items:	
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## Additional Backup Information

This contract is for continued maintenance and support of the enterprise document imaging and document management system (EDIMS), which was purchased in 2004. This system is currently being used by the Office of the City Clerk, the Health and Human Services Department Office of Vital Records and the Purchasing Office. Open Text is the sole provider of maintenance and support for this software.

This document management program is a critical application for providing public access to City documents. As part of the maintenance and support contract, the vendor provides unlimited support calls, upgrades at no charge, enhancements and modifications and fixes.