

## AGENDA



Thursday, September 23, 2010

**Purchasing Office**  
**RECOMMENDATION FOR COUNCIL ACTION**

**Item No. 65**

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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 City's enterprise document imaging and document management system in an amount not to exceed \$102,258.74.

**Amount and Source of Funding:** Funding is available in the Fiscal Year 2010-2011 Operating Budget of the Financial and Administrative Services Department, Communications and Technology Management.

**Fiscal Note:** There is no unanticipated fiscal impact. A fiscal note is not required.

**For More Information:** Mick Osborne, Specialist Sr. Buyer/974-2995

**Purchasing Language:** Sole Source.

**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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This contract is for continued maintenance and support of the enterprise document imaging and document management system, 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.