

**AGENDA**



**Recommendation for Council Action (Purchasing)**

<b>Austin City Council</b>	<b>Item ID:</b>	63777	<b>Agenda Number</b>	32.
<b>Meeting Date:</b>	November 3, 2016			
<b>Department:</b>	Purchasing			
<b>Subject</b>				
<p>Authorize negotiation and execution of a 12-month contract with OPEN TEXT CORPORATION to provide additional licenses, continued software maintenance and support, and services related to the Enterprise Document and Image Management System, in an amount not to exceed \$229,368, with four 12-month extension options in an amount not to exceed \$199,213 for the first extension option, \$207,299 for the second extension option, \$215,385 for the third extension option, \$223,470 for the fourth extension option, for a total contract amount not to exceed \$1,074,735.</p>				
<b>Amount and Source of Funding</b>				
<p>Funding in the amount of \$210,254 is available in the Fiscal Year 2016-2017 Operating Budget of the Communications and Technology Management Department. Funding for the remaining one month of the original contract period and extension options are contingent upon available funding in future budgets.</p>				
<b>Fiscal Note</b>				
<p>A fiscal note is not required.</p>				
<b>Purchasing Language:</b>	Sole Source			
<b>Prior Council Action:</b>	█			
<b>For More Information:</b>	Sai Xoomsai Purcell, Senior Buyer Specialist, 512-974-3058			
<b>Boards and Commission Action:</b>	█			
<b>Related Items:</b>	█			
<b>MBE / WBE:</b>	This contract is exempt from the City Code Chapter 2-9C Minority Owned and Women Owned Business Enterprise Procurement Program; therefore, no subcontracting goals were established.			

**Additional Backup Information**

The contract will provide additional licenses, related professional services, and software support and maintenance for the Enterprise Document and Image Management System (EDIMS), purchased in 2004. The Contractor will provide unlimited support calls, software upgrades, enhancements and modifications. The Office of the City Clerk, Health and Human Services, Human Resources, Financial Services, Watershed Protection, Public Works, and numerous other city departments are currently using the system. City departments use EDIMS to convert paper documents into secure electronic files to better manage document record availability, search ability, and retention schedules. Open Text Corporation is the sole provider of the EDIMS software system as well as a sole provider for the maintenance and support.

This contract is critical, as EDIMS is the application for providing public access to City documents.

<b>OPEN TEXT CORPORATION</b>				
	<b># months</b>	<b>Contract Amount</b>	<b>Contract Amendment</b>	<b>Revised Amount</b>
Original Term	12	\$ 229,368	n/a	n/a
Extension Option 1	12	\$ 199,213	n/a	n/a
Extension Option 2	12	\$ 207,299	n/a	n/a
Extension Option 3	12	\$ 215,385	n/a	n/a
Extension Option 4	12	\$ 223,470	n/a	n/a
<b>TOTAL</b>	<b>60</b>	<b>\$ 1,074,735</b>	<b>\$ -</b>	<b>\$ -</b>