

TOWN OF PALM BEACH

Information for Town Council Meeting on: September 12, 2023

TO: Mayor and Town Council

VIA: Kirk W. Blouin, Town Manager

VIA: Robert Miracle, CPA Deputy Town Manager, Finance and Administration

FROM: Dean Mealy, II NIGP-CPP, CPPO Town Procurement and Contract Manager

RE: Resolution No. 107-2023 Approving the Proposal from MCCI. LLC., Laserfiche from Premise to the Cloud in the Amount of \$162,154.38 and Establishing a Project Budget of \$172,000

DATE: August 25, 2023

STAFF RECOMMENDATION

Staff recommends Town Council approve Resolution No. 107-2023, approving the proposal from MCCI Laserfiche from Premise to the Cloud in the Amount of \$162,154.38 and Establishing a Project Budget of \$172,000.

SUMMARY EXPLANATION/BACKGROUND

The Town utilizes MCCI Laserfiche for records management.

As we continue to navigate the challenges of modern business operations, it has become increasingly evident that our existing equipment is antiquated and no longer supports our evolving needs. The MCCI Laserfiche Cloud Hosted solution presents a comprehensive and efficient way to address our document management and storage requirements while enhancing overall productivity.

Our current document management system, due to its outdated nature, has resulted in inefficiencies and bottlenecks that impact on our daily operations. Retrieving and sharing critical documents has become a time-consuming process, leading to delays, and missed opportunities. The MCCI Laserfiche Cloud Hosted solution offers a contemporary approach to document management, enabling us to access, organize, and collaborate on documents seamlessly from anywhere. By transitioning to this cloud-based solution, we can alleviate the strain on our IT infrastructure, eliminate maintenance costs associated with legacy systems, and benefit from regular updates and security enhancements that keep our data protected.

FUNDING/FISCAL IMPACT

Funding for this program is from the IT Operational Budget.

TOWN ATTORNEY REVIEW

This format has been utilized by the Town in previous recommendations and was approved by the Town Attorney.