

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BURLINGAME
AUTHORIZING THE CITY MANAGER TO EXECUTE A SECOND AMENDMENT TO
THE AGREEMENT WITH ECS IMAGING, INC. TO EXTEND THE TERM OF THE
AGREEMENT FOR THREE YEARS**

WHEREAS, in 2018, the City Council approved an agreement with ECS Imaging, Inc. for an electronic content management system ("ECMS") named Laserfiche and scanning services; and

WHEREAS, the agreement included 30 full user licenses, which allowed for 30 staff members to have access to Laserfiche; and

WHEREAS, as a result of putting more of the City's documents on Laserfiche, staff utilized existing ECMS CIP funds to purchase an additional 35 full user licenses on January 23, 2019; and

WHEREAS, on November 18, 2019, the City Council approved an amendment to the agreement to purchase an additional 25 full user licenses, incorporate the previously purchased 35 full user licenses into the agreement, and upgrade the form license to professional and public; and

WHEREAS, staff has determined that there is a need to extend the term of the agreement for an additional three years; and

WHEREAS, the annual maintenance and licensing cost is \$31,000, for a total cost of \$93,000.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BURLINGAME
RESOLVES AS FOLLOWS:**

1. The City Manager is authorized to execute the attached amendment to the agreement with ECS Imaging, Inc. for a three year extension.

Emily Beach, Mayor

I, MEAGHAN HASSEL-SHEARER, City Clerk of the City of Burlingame, certify that the foregoing Resolution was introduced at a regular meeting of the City Council held on the 3rd day of February, 2020, and was adopted thereafter by the following vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:

Meaghan Hassel-Shearer, City Clerk