



Legislation Text

File #: 13-0180, **Version:** 1

Resolution to Approve Amendment No. 1 to Professional Services Agreement with AM Data Service, Inc. for OnBase Support (Not to Exceed \$181,000.00/Amendment 1; Total NTE \$331,000.00/Agreement)

Attached for your review and approval is a resolution that will approve an amendment to the existing professional services agreement between the City of Ann Arbor and AM Data Service, Inc. currently providing OnBase software application development and implementation services to the City. This amendment adds support services for OnBase, the City's Enterprise Content Management System, to continue to be efficiently and effectively used to enhance business processes within various City Service Units.

Enterprise content management has been a multi-year project that involved the optimization of business workflows, the digitizing and cataloging of documents across the organization, and the implementation of supporting systems for locating, integrating and managing electronic documents.

The long-term strategy for Electronic Content Management is to continue to build on OnBase, moving it into ITSU's core operations, and continuing to integrate it with the City's enterprise systems. This incremental approach will build a true enterprise document repository where all related documents can be viewed from a single system.

By bringing in a contract OnBase Developer, the City's Information Technology Service Unit can continue to focus on OnBase support and development requests that the City Service Units have identified in an efficient and effective manner.

AM Data Service, Inc. received Human Rights and Living Wage approval on March 1, 2013. Funding for the additional services being requested in FY2013 is approved and is available in the FY2013 Information Technology Budget. The remainder is planned in the FY2014 Information Technology Budget.

Prepared by: Madhuri Raju, Applications Delivery Manager, IT Services Unit

Reviewed by: Tom Crawford, CFO and Financial and Services Area Administrator

Approved by: Steven D. Powers, City Administrator

Whereas, Enterprise content management has been a multi-year project that involved the optimization of business workflows, the digitizing and cataloging of documents across the organization, and the implementation of supporting systems for locating, integrating and managing electronic documents;

Whereas, Enterprise content management was identified as a strategic Information Technology initiative and is now moving into core ITSU operations;

Whereas, The staffing strategy employed by the City's Information Technology Service Unit is to occasionally augment staff with contracted services when the demand for IT services outstrips the supply of in-house resources, which is the situation the City Information Technology Service Unit

currently faces with OnBase support and development;

Whereas, Funding for the additional services being requested in FY2013 is approved and is available in the FY2013 Information Technology Budget. The remainder is planned in the FY2014 Information Technology Budget.; and

Whereas, AM Data Services, Inc. received Human Rights and Living Wage approval on March 1, 2013;

RESOLVED, That City Council approve Amendment No. 1 to the Professional Services contract with AM Data Services, Inc. to provide OnBase Support in an amount not to exceed \$181,000.00, with a total contract not to exceed amount of \$331,000.00;

RESOLVED, That the Mayor and City Clerk be authorized and directed to execute the Amendment after approval as to substance by the City Administrator and approval as to form by the City Attorney; and

RESOLVED, That the City Administrator be authorized to take all necessary administrative actions to implement this Resolution regardless of fiscal year.