

AN ORDINANCE 2008-11-20-1025

AUTHORIZING A CONTRACT WITH ADJACENT TECHNOLOGIES, INC., THROUGH THE TEXAS DEPARTMENT OF INFORMATION RESOURCES (DIR), TO PROVIDE THE INFORMATION TECHNOLOGY SERVICES DEPARTMENT WITH AN ENTERPRISE CONTENT MANAGEMENT (ECM) SYSTEM FOR A TOTAL COST OF \$1,537,933.50.

* * * * *

WHEREAS, in recent years, the City of San Antonio has seen an increase in the amount of data stored in City systems; and

WHEREAS, the City's Information Technology Services Department requires an Enterprise Content Management (ECM) system to capture, manage, store, preserve and deliver content and documents; and

WHEREAS, it is necessary to procure an ECM system, which is available through the State of Texas Department of Information Resources contract DIR-SDD-561, **NOW THEREFORE**;

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAN ANTONIO:

SECTION 1. The offer of Adjacent Technologies, Inc., under the State of Texas Department of Information Resources contract DIR-SDD-561, in the amount of \$1,537,953.50, to provide the City of San Antonio with IBM Filenet perpetual software licenses, is hereby approved. A copy of the Texas Department of Information Resources Contract with Adjacent Technologies, Inc. and the bid tabulation are attached hereto and incorporated herein as Attachment 1.

SECTION 2. The budget in SAP Fund 43099000, SAP Project Definition 09-00004, Information Technology Upgrades, shall be revised by decreasing SAP WBS Element 09-00004-03-02 entitled General Contractual Services, SAP GL account 5201140, by the amount of \$2,186,150.00.

SECTION 3. The budget in SAP Fund 43099000, SAP Project Definition 09-00004, Information Technology Upgrades, shall be revised by decreasing SAP WBS element 09-00004-90-01 entitled Transfer from TN-20081, SAP GL account 6101100 – Interfund Transfer In, by the amount \$2,186,150.00.

SECTION 4. The amount of \$2,186,150.00 is reverted in SAP Fund 43904XXX, 2008 Tax Notes, SAP WBS TN-20081, SAP GL account 6102100 – Interfund Transfer out entitled Transfer to 09-00004. The amount of \$2,186,150.00 is authorized to be transferred from SAP Fund 43099000.

SECTION 5. The amount of \$2,186,150.00 is appropriated in SAP Fund 43904XXX, 2008 Tax Notes, SAP WBS Element TN-20081, GL account 6102100 – Interfund Transfer out entitled Transfer from TN-20081 to 09-00013. The amount of \$2,186,150.00 is authorized to be transferred to SAP Fund 43099000.

SECTION 6. The budget in fund 43099000, SAP Project Definition 09-00013, Enterprise Content Management (ECM), shall be revised by increasing SAP WBS Element 09-00013-90-02 entitled Transfer from TN-20081, SAP GL Account 6101100 – Interfund Transfer In, by the amount \$2,186,150.00.

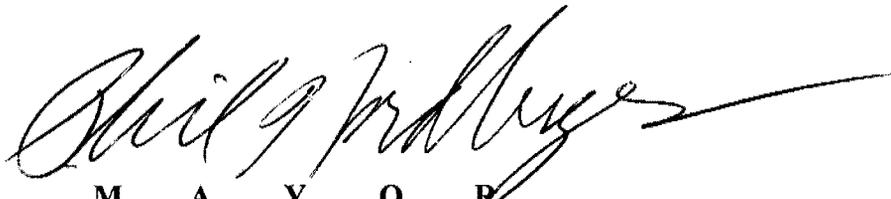
SECTION 7. The amount of \$2,186,150.00 is appropriated in SAP Fund 43099000, SAP Project Definition 09-00013, Enterprise Content Management (ECM), SAP WBS Element 09-00013-04-01, entitled Software, SAP GL Account 5304075.

SECTION 8. A contract has been awarded to Adjacent Technologies, Inc. in the amount of \$1,537,933.50 for for an Enterprise Content Management System and is authorized to be encumbered and made payable to Adjacent Technologies, Inc.

SECTION 9. The financial allocations in this Ordinance are subject to approval by the Director of Finance, City of San Antonio. The Director of Finance may, subject to concurrence by the City Manager, or the City Manager’s designee, correct allocation to specific SAP Fund Numbers, SAP Project Definitions, SAP WBS Elements, SAP Internal Orders, SAP Fund Centers, SAP Cost Centers, SAP Functional Areas, SAP Funds Reservation Document Numbers, and SAP GL Accounts as necessary to carry out the purpose of this Ordinance.

SECTION 10. This Ordinance shall be effective on the tenth day after passage.

PASSED AND APPROVED this 20th day of November, 2008.



M A Y O R

PHIL HARDBERGER

ATTEST:


City Clerk

APPROVED AS TO FORM:


City Attorney
for



Request for
**COUNCIL
ACTION**



Agenda Voting Results - 12

Name:	9, 10, 11, 12, 14, 15, 16, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30A, 30B, 30C, 30D, 30E, 30F, 30G, 30H, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47 (Revised by Councilman Rowe at 12/11/08 meeting)
Date:	11/20/2008
Time:	05:35:26 PM
Vote Type:	Motion to Approve
Description:	An Ordinance authorizing a contract with Adjacent Technologies, Inc., through the Texas Department of Information Resources (DIR), to provide the Information Technology Services Department with an Enterprise Content Management (ECM) System for a total cost of \$1,537,933.50. [Sharon De La Garza, Assistant City Manager; Janie Cantu, Director, Purchasing & General Services]
Result:	Passed

Voter	Group	Not Present	Yea	Nay	Abstain	Motion	Second
Phil Hardberger	Mayor		x				
Mary Alice P. Cisneros	District 1		x				
Sheila D. McNeil	District 2		x				
Jennifer V. Ramos	District 3	x					
Philip A. Cortez	District 4	x					
Lourdes Galvan	District 5		x				x
Delicia Herrera	District 6		x			x	
Justin Rodriguez	District 7	x					
Diane G. Cibrian	District 8		x				
Louis E. Rowe	District 9		x				
John G. Clamp	District 10		x				

STATE OF TEXAS
DEPARTMENT OF INFORMATION RESOURCES
CONTRACT FOR PRODUCTS AND RELATED SERVICES
ADJACENT TECHNOLOGIES, INC.

1. Introduction

A. Parties

This Contract for products and related services is entered into between the State of Texas, acting by and through the Department of Information Resources (hereinafter "DIR") with its principal place of business at 300 West 15th Street, Suite 1300, Austin, Texas 78701, and Adjacent Technologies, Inc. (hereinafter "Vendor"), with its principal place of business at 8303 N. MoPac Expressway, Suite 260-C, Austin, TX 78759.

B. Compliance with Procurement Laws

This Contract is the result of compliance with applicable procurement laws of the State of Texas. DIR issued a solicitation on the Texas Building and Procurement Commission's Electronic State Business Daily, Request for Offer (RFO) DIR-SDD-TMP-076A, on August 31, 2007, for Enterprise Architecture / Business-IT Governance Software Products and Related Services. Upon execution of this Contract, a notice of award for RFO DIR-SDD-TMP-076A shall be posted by DIR on the Electronic State Business Daily.

C. Order of Precedence

This Contract; Appendix A, Standard Terms and Conditions For Products and Related Services Contracts; Appendix B, Vendor's Historically Underutilized Businesses Subcontracting Plan; Appendix C, Software License Agreement (attached hereto without creating an order of precedence among items C-1 through C-3) Appendix C-1, Altien Software License Agreement; Appendix C-2, FileNet Software License Agreement; and Appendix C-3, Kofax Software License Agreement); Appendix D, Service Agreement; Exhibit 1, Vendor's Response to RFO DIR-SDD-TMP-076A, including all addenda; and Exhibit 2, RFO DIR-SDD-TMP-076A, including all addenda; are incorporated by reference and constitute the entire agreement between DIR and Vendor. In the event of a conflict between the documents listed in this paragraph, the controlling document shall be this Contract, then Appendix A, then Appendix B, then Appendix C, then Appendix D, then Exhibit 1, and finally Exhibit 2. In the event and to the extent any provisions contained in multiple documents address the same or substantially the same subject matter but do not actually conflict, the more recent provisions shall be deemed to have superseded earlier provisions.

2. Term of Contract

The term of this Contract shall be one (1) year commencing on the last date of approval by DIR and Vendor. Prior to expiration of the original term, DIR and Vendor may extend the Contract, upon mutual agreement, for up to three (3) optional one-year terms.

3. Product and Service Offerings

A. Products

Products available under this Contract are limited to Altien, FileNet, and Kofax software. Vendor may incorporate changes to their product offering; however, any changes must be within the scope of products awarded based on the posting described in Section 1.B above.

B. Services

Services available under this Contract are limited to installation, maintenance, warranty, support services and product training. Vendor may incorporate changes to their service offering; however, any changes must be within the scope of services awarded based on the posting described in Section 1.B above.

4. Pricing

A. Manufacturer's Suggested Retail Price (MSRP)

MSRP is defined as the product sales price suggested by the manufacturer or publisher of a product.

B. Customer Discount

The minimum Customer discount for all products and services will be the percentage off MSRP as specified below. Customer Discount = Initial Discount - DIR Administrative Fee specified in Section 5.

Software Products	Customer Discount
Altien Software	8%
FileNet Software	10% - 35%
Kofax Software	20%
Services	Customer Discount
Altien Services	8% - 23%
FileNet Services	3% - 23%
Kofax Services	8% - 23%

C. Customer Price

1) The price to the Customer shall be calculated as follows:

$$\text{Customer Price} = \text{MSRP} - \text{Customer Discount}$$

2) Customers purchasing products and services under this Contract may negotiate more advantageous pricing or participate in special promotional offers. In such event, a copy of such better offerings shall be furnished to DIR upon request.

3) If pricing for products or services available under this Contract are provided at a lower price to: (i) an eligible Customer who is not purchasing those products or services under this Contract or (ii) any other entity or consortia authorized by Texas law to sell said products and services to eligible Customers, then the available Customer Price in this Contract shall be adjusted to that lower price. This Contract shall be amended within ten (10) business days to reflect the lower price.

D. DIR Administrative Fee

The administrative fee specified in Section 5 below shall not be broken out as a separate line item when pricing or invoice is provided to Customer.

E. Shipping and Handling Fees

The price to the Customer under this Contract shall include all shipping and handling fees. Shipments will be Free On Board Customer's destination. No additional fees shall be charged to the Customer for standard shipping and handling. If the Customer requests expedited delivery, Customer will be responsible for any charges for expedited delivery.

F. Tax-Exempt

As per Section 151.309, Texas Tax Code, Customers under this Contract are exempt from the assessment of State sales, use and excise taxes. Further, Customers under this Contract are exempt from Federal Excise Taxes, 26 United States Code Sections 4253(i) and (j).

G. Travel Expense Reimbursement

Pricing for services provided under this Contract are exclusive of any travel expenses that may be incurred in the performance of those services. Travel expense reimbursement may include personal vehicle mileage or commercial coach transportation, hotel accommodations, parking and meals; provided, however, the amount of reimbursement by Customers shall not exceed the amounts authorized by the current State Travel Regulations. Travel time may not be included as part of the amounts payable by Customer for any services rendered under this Contract. The DIR administrative fee specified in Section 5 below is not applicable to travel expense reimbursement. Anticipated travel expenses must be pre-approved in writing by Customer.

H. Changes to Prices

Vendor may change the price of any product or service at any time, based upon changes to the MSRP, but discount levels shall remain consistent with the discount levels specified in this Contract. Price decreases shall take effect automatically during the term of this Contract and shall be passed onto the Customer immediately.

5. DIR Administrative Fee

A) The administrative fee to be paid by the Vendor to DIR based on the dollar value of all sales to Customers pursuant to this Contract is two percent (2%). Payment will be calculated for all sales, net of returns and credits. For example, the administrative fee for sales totaling \$100,000 shall be \$2,000.

B) All prices quoted to Customers shall include the administrative fee. DIR reserves the right to change this fee upwards or downwards during the term of this Contract, upon written notice to Vendor. Any change in the administrative fee shall be incorporated in the price to the Customer.

6. Notification

All notices under this Contract shall be sent to a party at the respective address indicated below.

If sent to the State:

Sherri Parks, Service Delivery Division
Department of Information Resources
300 W. 15th St., Suite 1300
Austin, Texas 78701
Phone: (512) 475-4700
Facsimile: (512) 475-4759
Email: sherri.parks@dir.state.tx.us

If sent to the Vendor:

David Parks
Adjacent Technologies, Inc.
8303 N. MoPac Expressway, Suite 260-C
Austin, TX 78759
Phone: (512) 388-1338
Facsimile: (512) 388-0836
Email: dparks@adjacent-tech.com

7. Software License and Service Agreements

A. Software License Agreement

1) Customers acquiring software licenses under the Contract shall hold, use and operate such software subject to compliance with the Software License Agreement set forth in Appendix C of this Contract. No changes to the Software License Agreement terms and conditions may be made unless previously agreed to between Vendor and DIR. Customers may not add, delete or alter any of the language in Appendix C. Order Fulfiller shall make the Software License Agreement terms and conditions available to all Customers at all times.

2) Compliance with the Software License Agreement is the responsibility of the Customer. DIR shall not be responsible for any Customer's compliance with the Software License Agreement. If DIR purchases software licenses for its own use under this Contract, it shall be responsible for its compliance with the Software License Agreement terms and conditions.

B. Shrink/Click-wrap License Agreement

Regardless of any other provision or other license terms which may be issued by Vendor after the effective date of this Contract, and irrespective of whether any such provisions have been proposed prior to or after the issuance of a Purchase Order for

Vendor Contract No. _____

products licensed under this Contract, or the fact that such other agreement may be affixed to or accompany software upon delivery (shrink-wrap), the terms and conditions set forth in this Contract shall supersede and govern the license terms between Customers and Vendor.

C. Service Agreement

Services provided under this Contract shall be in accordance with the Service Agreement as set forth in Appendix D of this Contract. No changes to the Service Agreement terms and conditions may be made unless previously agreed to by Vendor and DIR.

8. Authorized Exceptions to Appendix A, Standard Terms and Conditions for Product and Related Services Contracts.

No exceptions.

This Contract is executed to be effective as of the date of last signature.

Adjacent Technologies, Inc.

The State of Texas, acting by and through the Department of Information Resources

Authorized By: Signature on File

Authorized By: Signature on File

Name: Allison Parks

Name: Cindy Reed

Title: President

Title: Interim Director of Service Delivery

Date: 06/29/07

Date: 07/03/07

Legal: Signature on File 07/02/07

City of San Antonio Bid Tabulation

Opened: September 17, 2008		DIR
For: Enterprise Content Management System with Software License Maintenance & Support		Adjacent Technologies, Inc.
A1368-09	WF	8303 N. MoPac Expressway, Suite 260-C
Item	Description	Qty
	<u>LICENSES</u>	
1	IBM Filenet P8 Base - Professional Svr Pkg PN: D60RNLL License Price Each Price Total	1 \$37,500.00 \$37,500.00
2	IBM Filenet Bus Process Framework System PN: D604HLL License Price Each Price Total	1 \$42,500.00 \$42,500.00
3	IBM Filenet Records Crawler Server PN: D60M9LL License Price Each Price Total	1 \$37,500.00 \$37,500.00
4	IBM Filenet App Conn For SAP R/3-J2EE Server PN: D604JLL License Price Each Price Total	1 \$10,000.00 \$10,000.00
5	IBM Filenet App Conn For SAP R/3-J2EE Conc User PN: D604NLL License Price Each Price Total	25 \$375.00 \$9,375.00
6	IBM Filenet Content Manager Conc User PN: D60B9LL License Price Each Price Total	150 \$1,800.00 \$270,000.00

City of San Antonio Bid Tabulation

Opened: September 17, 2008		DIR
For: Enterprise Content Management System with Software License Maintenance & Support		Adjacent Technologies, Inc.
A1368-09	WF	8303 N. MoPac Expressway, Suite 260-C
Item	Description	Qty
		Austin, TX 78759 512-388-1338
7	IBM Filenet Bus Process Manager Exp Conc User PN: D606SLL License Price Each Price Total	150
		\$1,800.00 \$270,000.00
8	IBM Filenet Content Manager EBus User PN: D60AILL License Price Each Price Total	50
		\$2,700.00 \$135,000.00
9	IBM Filenet Records Manager Exp Conc User PN: D60DLLL License Price Each Price Total	150
		\$1,200.00 \$180,000.00
10	IBM Filenet P8 Base - Development Svr Pkg PN: D60S4LL License Price Each Price Total	2
		\$6,250.00 \$12,500.00
11	IBM Filenet Bus Process Framework Non-Prod System PN: D604QLL License Price Each Price Total	2
		\$12,500.00 \$25,000.00
12	IBM Filenet App Conn For SAP R/3-J2EE Non-Prod Svr PN: D61KKLL License Price Each Price Total	2
		\$2,500.00 \$5,000.00

City of San Antonio Bid Tabulation

Opened: September 17, 2008 For: Enterprise Content Management System with Software License Maintenance & Support A1368-09		DIR Adjacent Technologies, Inc. 8303 N. MoPac Expressway, Suite 260-C Austin, TX 78759 512-388-1338	
	WF		
Item	Description	Qty	
13	IBM Filenet App Conn For SAP R/3-J2EE Conc User PN: D604NLL License Price Each Price Total	4	\$375.00 \$1,500.00
14	IBM Filenet Email Manager Non-Prod Svr PN: D6096LL License Price Each Price Total	2	\$3,125.00 \$6,250.00
15	IBM Filenet Email Manager Mailbox PN: D6098LL License Price Each Price Total	4	\$15.00 \$60.00
16	IBM Filenet Content Manager Conc User PN: D60B9LL License Price Each Price Total	4	\$1,800.00 \$7,200.00
17	IBM Filenet Bus Process Manager Exp Conc User Lic PN: D606SLL License Price Each Price Total	4	\$1,800.00 \$7,200.00
	Licenses Total		\$1,056,585.00
	<u>SERVICES</u>		
18	IBM Filenet P8 Platform Content Manager (CM) Installation Package PN: A1231991 Price Each Price Total	1	\$34,040.00 \$34,040.00

City of San Antonio Bid Tabulation

Opened: September 17, 2008 For: Enterprise Content Management System with Software License Maintenance & Support A1368-09		WF	DIR Adjacent Technologies, Inc. 8303 N. MoPac Expressway, Suite 260-C Austin, TX 78759 512-388-1338
Item	Description	Qty	
19	Filenet Content Manager Field Installation Package PN: A1231992 Price Each Price Total	2	\$7,728.00 \$15,456.00
20	IBM Filenet Business Process Framework (BPF) Installation Package PN: A1232015 Price Each Price Total	1	\$23,000.00 \$23,000.00
21	Filenet Business Process Framework Field Installation Package PN: A1232016 Price Each Price Total	2	\$9,200.00 \$18,400.00
22	IBM Filenet Records Crawler (RC) Installation Package PN: A1232027 Price Each Price Total	1	\$7,360.00 \$7,360.00
23	Filenet Email Manager Field Installation Package PN: A1232013 Price Each Price Total	2	\$4,784.00 \$9,568.00
24	IBM Filenet Business Process Manager (BPM) Installation Package PN: A1231994 Price Each Price Total	1	\$13,800.00 \$13,800.00

City of San Antonio Bid Tabulation

Opened: September 17, 2008 For: Enterprise Content Management System with Software License Maintenance & Support A1368-09		DIR Adjacent Technologies, Inc. 8303 N. MoPac Expressway, Suite 260-C Austin, TX 78759 512-388-1338	
	WF		
Item	Description	Qty	
25	Filenet Business Process Manager Field Installation Package PN: A1231993 Price Each Price Total	2	\$9,568.00 \$19,136.00
26	IBM Filenet Records Manager (RM) Installation Package PN: A1231997 Price Each Price Total	1	\$66,240.00 \$66,240.00
27	Filenet Records Manager Field Installation Package PN: A1231998 Price Each Price Total	2	\$9,568.00 \$19,136.00
28	IBM Filenet Configuration/Training (Tier II Services) Service Hours PN: A1231972 Price Each Price Total Services Total	440	\$174.80 \$76,912.00 \$303,048.00
<u>ANNUAL MAINTENANCE</u>			
29	IBM Filenet P8 Base - Professional Svr. Pkg Annual SW License Maintenance PN: E03P7LL Price Each Price Total	1	\$8,438.00 \$8,438.00
30	IBM Filenet Bus Process Framework System Annual SW License Maintenance PN: E039GLL Price Each Price Total	1	\$9,563.00 \$9,563.00

City of San Antonio Bid Tabulation

Opened: September 17, 2008 For: Enterprise Content Management System with Software License Maintenance & Support A1368-09		WF	DIR Adjacent Technologies, Inc. 8303 N. MoPac Expressway, Suite 260-C Austin, TX 78759 512-388-1338
Item	Description	Qty	
31	IBM Filenet Records Crawler Server Annual SW License Maintenance PN: E03LPLL Price Each Price Total	1	 \$8,438.00 \$8,438.00
32	IBM Filenet App Conn For SAP R/3-J2EE Server Annual SW License Maintenance PN: E039HLL Price Each Price Total	1	 \$2,250.00 \$2,250.00
33	IBM Filenet App Conn For SAP R/3-J2EE Conc User Annual SW License Maintenance PN: E039JLL Price Each Price Total	25	 \$84.36 \$2,109.00
34	IBM Filenet Content Manager Conc User Annual SW License Maintenance PN: E03FBLL Price Each Price Total	150	 \$405.00 \$60,750.00
35	IBM Filenet Bus Process Manager Exp Conc User Annual SW License Maintenance PN: E03B7LL Price Each Price Total	150	 \$405.00 \$60,750.00
36	IBM Filenet Content Manager EBus User Annual SW License Maintenance PN: E03EPLL Price Each Price Total	50	 \$607.50 \$30,375.00

City of San Antonio Bid Tabulation

Opened: September 17, 2008 For: Enterprise Content Management System with Software License Maintenance & Support A1368-09			DIR Adjacent Technologies, Inc. 8303 N. MoPac Expressway, Suite 260-C Austin, TX 78759 512-388-1338
	WF		
Item	Description	Qty	
37	IBM Filenet Records Manager Exp Conc User Annual SW License Maintenance PN: E03GNLL Price Each Price Total	150	\$270.00 \$40,500.00
38	IBM Filenet P8 Base - Development Svr Pkg Annual SW License Maintenance PN: E03PELL Price Each Price Total	2	\$1,406.50 \$2,813.00
39	IBM Filenet Bus Process Framework Non-Prod System Annual SW License Maintenance PN: E039KLL Price Each Price Total	2	\$2,812.50 \$5,625.00
40	IBM Filenet App Conn For SAP R/3-J2EE Non-Prod Svr Annual SW License Maintenance PN: E042NLL Price Each Price Total	2	\$562.50 \$1,125.00
41	IBM Filenet App Conn For SAP R/3-J2EE Conc User Annual SW License Maintenance PN: E042JLL Price Each Price Total	4	\$84.50 \$338.00
42	IBM Filenet Email Manager Non-Prod Svr Annual SW License Maintenance PN: E03DRLL Price Each Price Total	2	\$703.00 \$1,406.00

City of San Antonio Bid Tabulation

Opened: September 17, 2008 For: Enterprise Content Management System with Software License Maintenance & Support A1368-09		DIR Adjacent Technologies, Inc. 8303 N. MoPac Expressway, Suite 260-C Austin, TX 78759 512-388-1338	
	WF		
Item	Description	Qty	
43	IBM Filenet Email Manager Mailbox Annual SW License Maintenance PN: E03DSLL Price Each Price Total	4	\$3.50 \$14.00
44	IBM Filenet Content Manager Conc User Annual SW License Maintenance PN: E03FBLL Price Each Price Total	4	\$405.00 \$1,620.00
45	IBM Filenet Bus Process Manager Exp Conc User Annual SW License Maintenance PN: E03B7LL Price Each Price Total	4	\$405.00 \$1,620.00
	Estimated Annual Maintenance Less First Year Maintenance Discount Applied (25%) Estimated 1st Year Annual Maintenance	1	\$237,734.00 -\$59,433.50 \$178,300.50
Estimated Total Award			\$1,537,933.50



CITY OF SAN ANTONIO
Request for Council Action

Agenda Item # 12
Council Meeting Date: 11/20/2008
RFCA Tracking No: R-4103

DEPARTMENT: Purchasing and General Services

DEPARTMENT HEAD: Janie Cantu

COUNCIL DISTRICT(S) IMPACTED:
City Wide

SUBJECT:
Enterprise Content Management System with Software License Maintenance & Support

SUMMARY:

This ordinance authorizes a contract with Adjacent Technologies, Inc., to provide the Information Technology Services Department with the purchase of an Enterprise Content Management (ECM) System for a total cost of \$1,537,933.50.

BACKGROUND INFORMATION:

Submitted for City Council consideration and action is the offer submitted by Adjacent Technologies, Inc. utilizing the State of Texas Department of Information Resources (DIR) contract DIR-SDD-561 to provide the Information Technology Services Department with IBM FileNet perpetual software licenses, training, and professional services.

During the past several years the amount of content in the form of data, attachments and scanned documents that are stored in City systems has increased dramatically. Some of this content is very structured and is stored in systems such as SAP and Hansen and is readily accessible through these systems. This information is relatively easy to store, manage, and relate to business events. Most of the content is used in the City's day-to-day business; created ad hoc, captured with scanners, collected in email or maintained on paper. This makes it difficult to manage, leverage, easily access or share this content in the context of business events. The FileNet platform will make it possible to apply structure to the unorganized storage of information. It will allow the City to access existing electronic systems such as Open Text, SAP, Microsoft SharePoint and Exchange.

ISSUE:

This contract will provide the Information Technology Services Department (ITSD) with an Enterprise Content Management (ECM) product designed to capture, manage, store, preserve and deliver content and documents related to organizational processes, as well as facilitate the management of unstructured information, wherever it may exist in the City's electronic business systems. It also includes ready-to-use electronic workflow and process capabilities to automate and drive content-related tasks while providing the

controls necessary to support regulatory compliance.

The procurement will allow for additional customer service functions such as:

1. Integration with the e-Forms (electronic forms) Adobe LiveCycle.
2. Expanded workflow capabilities.
3. Expanded search capabilities beyond the confines of the current Content Management System.
4. Additional email capabilities beyond the confines of the current Content Management System.
5. Tighter integration with scanning products such as Kofax for contracts and other items into the records management system.

This product will be purchased from Adjacent Technologies, Inc. utilizing the State of Texas Department of Information Resources Contract # DIR-SDD-561 and will be made in accordance with the state cooperative program passed on Resolution No. 91-39-53 dated 9/12/1991.

The cooperative contract allows for additional purchases through July 2, 2011, depending on availability of funds.

ALTERNATIVES:

Should this contract not be approved, the City would not have an Enterprise Content Management (ECM) product solution for the management of unstructured information in the City's electronic business systems. Nor would the City have a ready-to-use electronic workflow and process capabilities to automate and drive content-related tasks while providing the controls necessary to support regulatory compliance. The City would not be able to have an integration tool with existing systems such as OpenText, SAP, Microsoft SharePoint and Exchange. The current document management system does not provide content management functionality or integration with existing systems.

FISCAL IMPACT:

The total cost for this purchase is \$1,537,933.50 and will be funded utilizing Capital funds approved by City Council for FY 2008-2009.

RECOMMENDATION:

Staff recommends the approval of this purchase with Adjacent Technologies, Inc., to provide the Information Technology Services Department with the purchase of an Enterprise Content Management (ECM) product for a total cost of \$1,537,933.50.

ATTACHMENT(S):

File Description	File Name
Bid Tab	A1368-09-WF_ECM.pdf
Contract	A1368-09-WF Contract.pdf
Voting Results	
Original Vote Slip	Original Vote Slip.pdf
Ordinance/Supplemental Documents	200811201025.pdf

DEPARTMENT HEAD AUTHORIZATIONS:

Janie B. Cantu Director Purchasing and General Services

APPROVED FOR COUNCIL CONSIDERATION:

Sharon De La Garza Assistant City Manager