

Contract Committee Review Request
MUST BE COMPLETED IN FULL

Date: 04/26/2024

Contract/Agreement Vendor:
Name of Vendor & Contact Person

Vendor Email Address

Describe Contract (Technology, program, consultant-prof Development, etc.)

Please use Summary below to fully explain the contract purchase , any titles, and details for the Board of Education to review.

Reason/Audience to benefit

BOE Date Amount of agreement

Person Submitting Contract/Agreement for Review:

PLEASE SEND THROUGH APPROPRIATE APPROVAL ROUTING BEFORE SENDING TO BOARD CLERK

Principal **&/or** Director or Administrator:

Does this Contract/Agreement utilize technology? YES/NO
 If yes, Technology Admin:

Cabinet Team Member:

Funding Source:
Fund/Project OCAS Coding

Consent

Action

Accept and approve the RENEWAL agreement between Broken Arrow Public Schools and ImageNet Consulting, LLC. who provides the Cloud Service, LSAP, License and Maintenance for Laserfiche paperless electronic software and services for both the HR and finance departments. This is the fourth (4) year of a five (5) year agreement and was paid for in full during the 2021-2022 school year. M. Frederick

Summary This area must be complete with full explanation of contract

The Contract/Agreement should be received at least 2 weeks prior to a Board Meeting to ensure placement on the Agenda. The Contract Committee meets most Tuesdays at 8:00a.m. All Contracts/Agreements, regardless the amount, must be first approved by the Contract Committee and then presented to the Board of Education for approval and signature. The item will be placed on Electronic School Board for the board agenda by Janet Brown. By following this process, the liability of entering into an agreement is placed with the district rather than an individual.

Quote

Prepared By:

Date of quote: 4/26/2024

David Wails

918.359.8604

Prepared for: Broken Arrow Public Schools

dwails@imagenet.com

Price Breakdown

Annual Laseriche Licensing Detail				
QTY	Part #	Item	Cost per (Annual)	Total (annual)
158	ENF20B	RIO Named Full Users LSAP	\$ 169.05	\$ 26,709.90
158	EFRMB	Laserfiche Forms Professional LSAP	\$ 16.91	\$ 2,671.78
138	ERMB	Records Management LSAP	\$ 16.91	\$ 2,333.58
1	EPFRMB	Forms Portal LSAP	\$ 1,680.00	\$ 1,680.00
1	IAB	Import Agent LSAP	\$ 315.00	\$ 315.00
2	QC1B	Quick Fields Core Package LSAP	\$ 1,050.00	\$ 2,100.00
1	SC05B	ScanConnect 5-Pack LSAP	\$ 140.65	\$ 140.65
Total for Laseriche Licensing				\$ 35,950.91
Annual Hosted Server				
QTY	Item	Description	Total (Annual)	
1	ECM Cloud Hosting	ImageNet Hosted Server	\$ 47,400.00	
Total for Laseriche Subscription Licensing				\$ 47,400.00
One-Time Professional Services				
QTY	Item	Description		
0	PSE	Engineering Services	\$ -	
0	PSM	Migration Services	\$ -	
0	PSD	Design Services	\$ -	
Time & Materials Estimated Budget for Professional Services				\$ -
Total				\$ 83,350.91

Coverage Period: July 1, 2024 to June 30, 2025

To Accept this Quotation, sign here and return _____

If payment is not received when due we may assess an administrative charge to offset our collection expense at the rate of thirty cents per one dollar owed. Any other remedies provided for by law may be, to the extent permitted by law, exercised either concurrently or separately. No failure on our part to exercise any right or remedy and no delay in exercising any right or remedy shall operate as a waiver of any right or remedy or to modify the terms of this Agreement. A waiver of default shall not be construed as a waiver of any other subsequent default.

Frederick, Megan N

From: David Wails <DWails@imagenet.com>
Sent: Friday, April 26, 2024 3:30 PM
To: Frederick, Megan N
Cc: Leighanne Vaughn
Subject: 2024-2025 Laserfiche and Hosted Server Renewal quote
Attachments: 2024-2024 Laserfiche and Hosted Server Renewal Quote - BAPS.pdf

CAUTION: This email originated from outside of the district. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Megan,

TGIF!!! Hope you had a wonderful week.

I have attached the official renewal quote for your review. As we discussed on our call on Monday, the price increases and possible miscalculation when we swapped licensing, has resulted in a shortfall for the 5-year period that you previously had covered. The total of \$ 12,221.06 can be resolved this year or next year. There are a few things to note.

1. The current shortfall does not take into consideration any additional licensing added from now until June 30, 2026.
2. The current shortfall does not take into consideration any additional price increases from the Laserfiche side or the Hosted Server side. There is a reasonable chance that Laserfiche will have another 5% increase next year.

Because of this, I would recommend holding off on cutting a PO this year. Why? If you do order additional licensing or if there is another price increase, then we will have to go through the process again. If you do not order any additional licensing, then we can get together next February or March to make sure we have our ducks in a row for next year's renewal. I will know by then if Laserfiche will impose another increase. That way, we only need to handle it once. Since the PO's that you have submitted to date will cover this year's renewals, we would be good to go until next year.

Thoughts?

David Wails

Customer Success Manager – ECS Division
ImageNet Consulting

 918-232-2679
 dwails@imagenet.com
 ImageNet.com



Top 10 Provider for Laserfiche Worldwide!

To open a support ticket with ImageNet visit <https://forms.imagenet.com/Forms/ECSSupport>