



City of West Allis

Resolution: R-2018-0631

File Number: R-2018-0631

Final Action:

Sponsor(s): Administration & Finance Committee

OCT 0 2 2018

Resolution accepting the proposal of Impact Networking, LLC to purchase Docuware Accounts Payable Workflow Manager software and professional services to install and configure for an amount not to exceed \$26,041.25.

WHEREAS, the city made a strategic decision in late 2017 to invest in the Docuware product set with Impact Networking, LLC when notified that our existing document management software (Fortis) was being discontinued; and

WHEREAS, it makes sense to continue to leverage this same product set and vendor relationship to substantially improve a very manual and paper based Accounts Payable business process, making this a single source purchase which is supported by Purchasing; and

WHEREAS, funds for this initiative, although not included in the 2018 Budget, are available in applicable accounts in the 2018 IT Budget; and

WHEREAS this initiative is in line with our IT strategy to purchase mature applications with required functionality verses building and supporting in-house solutions; and

WHEREAS purchase and resulting workflow improvement and automation will streamline the accounts payable process, making it more effective and efficient; and

WHEREAS this initiative is directly aligned with our Green initiative to reduce the amount of printing that is done and paper/toner that is consumed.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and the Common Council of the City of West Allis that the proposal dated September 20, 2018 submitted by Impact Networking, LLC for providing Docuware add-on's for AP for the total sum of \$26,041.25 be accepted. Funding for this software, along with the corresponding services, is available in 2018 Budgeted Information Technology Division Accounts, and the software and services will be charged to Account No. 100-1101-517.70-09, IT Capital Outlay, Software.

BE IT FURTHER RESOLVED that the Purchasing Division be and is hereby authorized to enter into a contract for the aforementioned services.

ADM\ORDRES\2018\AFR2018.43

ADOPTED OCT 0 2 2018

APPROVED 10/9/18



Steven A. Braatz, Jr., City Clerk



Dan Devine, Mayor