

**NOTICE OF INTENT TO UTILIZE CONSORTIUM OR COOPERATIVE PURCHASING AGREEMENT**

The Fulton County Board of Health (FCBOH) is providing public notice of its intent to award a contract to MCCi, LLC for document and record management services using a Cooperative Purchasing Agreement facilitated by National Cooperative Purchasing Alliance (NCPA).

Notice Date	May 17, 2022
Entity Name	Fulton County Board of Health
Notice Submitted By	Lisa Sanchez
Title	Purchasing Agent
Email Address	<a href="mailto:lisa.sanchez@fultoncountyga.gov">lisa.sanchez@fultoncountyga.gov</a>
Phone Number	404-613-1251
Non-Profit or Governmental Entity Who Awarded Consortia Contract	National Cooperative Purchasing Alliance (NCPA)
Date Consortia/Cooperative Purchasing Contract Awarded	April 2, 2018
Name/Number of Consortia/Cooperative Purchasing Contract	Document and Record Management Contract No. 11-26
Supplier(s) to Whom Consortia/Cooperative Purchasing Contract was Awarded	Compulink Management Center, Inc. DBA Laserfiche, and MCCi, LLC as an approved reseller for Laserfiche.
Supplier(s) the FCBOH Will Be Using Under the Contract	MCCi, LLC
Proposed FCBOH Contract Term (include number of renewals, if applicable)	May 22, 2022-June 30, 2023.
Was Consortia/Cooperative Purchasing Contract Competitively Bid/Proposed and How?	<p>Yes, via Request for Proposals (RFP# 01-18)</p> <p>NCPA works with Region 14 ESC, a local governmental agency in the State of Texas who as the lead public agency competitively solicits national master contracts for use by all public agencies. Contracts are awarded based on quality, performance, and most importantly pricing. These contracts are established using the following process:</p> <ol style="list-style-type: none"> <li>1. Region 14 ESC issued a competitive solicitation for document and record management services on behalf of NCPA and all public agencies.</li> <li>2. The solicitation was advertised nationally for a minimum of 30 days.</li> <li>3. The solicitation contained language that allows the contract to be accessible nationally to public agencies in states whose laws allow for intergovernmental contract use (also known as "piggybacking")</li> <li>4. Vendors responded to the solicitation with sealed responses that were recorded and publicly opened.</li> <li>5. Region 14 ESC evaluated the responses based on "Identified Evaluation Criteria" and awarded a Documents and Records Management contract to Laserfiche, with MCCi, LLC as an approved reseller.</li> </ol>
Scope of Work	FCBOH objective is to fully adopt Laserfiche software to eliminate the use of paper in our operations and vacate the existing storage warehouse. Some records have a limited retention requirement, so the project needs to be divided into two phases. The first phase is to move, reorganize, index, and store archival records

	until they meet their retention requirement and then digitize all active records.
Reason for Utilization of the Contract	<p>This would improve our overall administrative service delivery and maintenance of data; facilitate ease-of-access to data along with ease- of-report generation for all designated software users.</p> <p>This NCPA contract was competitively solicited nationwide in 2018 by a lead public agency. It contained language that allows the contract to be used by other government agencies such as FCBOH. Both MCCi and Laserfiche have Documents and Records Management contracts with NCPA.</p>
Estimated Dollar Value Of Goods/Services to be Awarded Utilizing the Consortia/Cooperative Purchasing contract	<p>\$ 202,443.10 – Digitization Project</p> <p>\$ 79,386.00 – Laserfiche Cloud Software and Installation</p> <p>\$281,829.10 – Total amount of contract</p>