

**OFFICE OF THE CITY MANAGER
LITTLE ROCK, ARKANSAS**

**BOARD OF DIRECTORS COMMUNICATION
JUNE 4, 2024 AGENDA**

<p>Subject:</p> <p>Authorization of a contract with Versaterm Public Safety US, Inc., for the purchase of Electronic Document Management Software, for the Little Rock Police Department Major Crimes, Special Investigation and Internal Affairs Divisions.</p> <p>Submitted By:</p> <p>Little Rock Police Department</p>	<p>Action Required:</p> <p style="text-align: center;">Ordinance √ Resolution</p>	<p>Approved By:</p> <p style="text-align: center;">Emily Cox Acting City Manager</p>
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<p style="text-align: center;">SYNOPSIS</p>	<p>A resolution to authorize the City Manager to enter into a contract with Versaterm Public Safety US, Inc., for the purchase of Electronic Document Management Software, for the Little Rock Police Department Major Crimes, Special Investigation and Internal Affairs Divisions.</p>
<p style="text-align: center;">FISCAL IMPACT</p>	<p>The amount is not to exceed \$150,000.00, plus applicable taxes and fees, and funds for this purchase are allocated in the 2023 Little Rock Police Department Salary Savings, Account No. 108529-S52C459- 60180.</p>
<p style="text-align: center;">RECOMMENDATION</p>	<p>Approval of the resolution.</p>
<p style="text-align: center;">BACKGROUND</p>	<p>This data conversion/management storage and software purchase will allow the Little Rock Police Department Major Crimes, Special Investigations and Internal Affairs Divisions to digitize and manage their paper file system. In addition, the software will eliminate physical labor and physical storage space. Staff will have unlimited digital access to files on the Cloud to incorporate data searches and fulfill requests in a more time-efficient manner, along with the ability to have unlimited storage space for new case files. The purchase will be made utilizing the OMNIA Cooperative Agreement.</p>