



City of Santa Ana
20 Civic Center Plaza, Santa Ana, CA 92701
Staff Report
July 16, 2024

TOPIC: Access and Support Services for iManage Data Management Systems

AGENDA TITLE

Agreement with Blue Technologies Smart Solutions for Access and Support Services for iManage Data Management Systems

RECOMMENDED ACTION

Authorize the City Manager to execute a three-year agreement with Blue Technologies Smart Solutions ("BlueTech") for continued access and support services for the iManage Data Management Systems ("iManage") for the period of August 1, 2024 through July 31, 2027 in the amount of \$128,529, which includes the annual billing amount of \$36,843 for the iManage System and a contingency amount of \$18,000 to pay for additional support/maintenance and training services as directed by the City (Agreement No. A-2024-XXX).

GOVERNMENT CODE §84308 APPLIES: Yes

DISCUSSION

In 2018, the City's Attorney's Office ("CAO") entered into an agreement with BlueTech to install and implement an iManage Data Management Systems customized for the CAO reflecting the vast scope of legal services provided by the office. Since that implementation went into effect, the on-going impact and efficiency provided by the iManage system cannot be overstated and City authorized renewal of the service in 2021.

Work product with iManage seamlessly integrates with all Microsoft products, creating a quick and reliable method for creation of CAO work product and access to files for all CAO staff. iManage also provides access from court, off-site depositions, and other locations.

For this renewal, CAO staff contacted similar and highly rated data management vendors for demonstrations and costs as to their services. Demonstrations provided new insight for specific calendaring and litigation tools with potential benefit to CAO. However, the iManage system, with its broad data management tools, mobile and

remote access, technical support, ease of use, and reliable performance, provides the best option for a legal data management system for CAO in the coming years.

ENVIRONMENTAL IMPACT

There is no environmental impact associated with this action.

FISCAL IMPACT

Funds are budgeted and available in the following account for the current fiscal year and will be budgeted in the following account for the following fiscal years:

Fiscal Year	Accounting Unit-Account #	Fund Description	Accounting Unit, Account Description	Amount
FY 24-25	01108032-66511	General Fund	City Attorney – Computer Software Subscriptions	\$41,843
FY 25-26	01108032-66511	General Fund	City Attorney – Computer Software Subscriptions	\$42,843
FY 26-27	01108032-66511	General Fund	City Attorney – Computer Software Subscriptions	\$42,843
FY 27-28	01108032-66511	General Fund	City Attorney – Computer Software Subscriptions	\$1,000
			TOTAL	\$128,529

EXHIBIT(S)

1. Agreement with Blue Technologies Smart Solutions

Submitted By: Sonia Carvalho, City Attorney

Approved By: Alvaro Nuñez, Acting City Manager