



Huntsville, Alabama

308 Fountain Circle
Huntsville, AL 35801

Cover Memo

Meeting Type: City Council Regular Meeting **Meeting Date:** 5/9/2024

File ID: TMP-4153

Department: ITS

Subject:

Type of Action: Approval/Action

Resolution authorizing the Mayor to execute Change Order No. 2 to Addendum No. 3 to Master Services Agreement No. 29149 between the City of Huntsville and MCCI, LLC, in order to add the cost for configuring City of Huntsville authentication method for single sign-on in the Laserfiche system.

Resolution No.

Finance Information:

Account Number: 1000-17-17200-520300-00000000-

City Cost Amount: \$27,225.00

Total Cost: \$88,285.55

Special Circumstances:

Grant Funded: N/A

Grant Title - CFDA or granting Agency: N/A

Resolution #: N/A

Location: (list below)

Address: N/A

District: District 1 ☐ District 2 ☐ District 3 ☐ District 4 ☐ District 5 ☐

Additional Comments:

This change order will allow for the additional cost of \$27,225.00 in order to configure the City of Huntsville authentication method for single sign-on in the Laserfiche system.

RESOLUTION NO. 24-_____

BE IT RESOLVED by the City Council of the City of Huntsville, Alabama that the Mayor be, and is hereby authorized to enter into Change Order No. 2 to Addendum No. 3 to Master Services Agreement No. 29149 between the City of Huntsville, AL and MCCi, LLC, adopted and approved on the 13th day of July 2023 by the City Council of the City of Huntsville, Alabama by Resolution No 23-552.

BE IT FURTHER RESOLVED that the agreement is substantially in words and figures similar to that document attached hereto and identified as “Change Order No. 2 to Addendum No. 3 to Master Services Agreement No. 29149,” consisting of a total of two (2) pages and the date of May 9, 2024, appearing on the margin of the first page, together with the signature of the President or President Pro Tem of the City Council, and an executed copy of said document being permanently kept on file in the office of City Clerk of the City of Huntsville, Alabama.

ADOPTED this 9th day of May 2024.

President of the City Council of the
City of Huntsville, Alabama

APPROVED this 9th day of May 2024.

Mayor of the City of Huntsville,
Alabama

CHANGE ORDER NUMBER 02
TO ADDENDUM NO. 3 TO MASTER SERVICES AGREEMENT NO. 29149

This is Change Order Number 01 ("CO") to Addendum No. 3 ("Order") dated 12/7/2023 by and between MCCi, LLC ("MCCi") and City of Huntsville ("Client") subject to the terms of Master Services Agreement No. 29149 ("Master Legal Agreement"). MCCi and Client may be referred to individually as a "Party" or collectively as the "Parties." Capitalized terms used and not otherwise defined herein shall have the meaning ascribed to them in the Master Legal Agreement or the Order.

The Parties desire to amend the Order as follows:

Order Date	Document Title	Summary	Financial Impact
12/7/2023	Addendum No. 3	MCCi Service Packages	\$24,975.00
2/26/2024	Change Order 01	<p>Add Attended Infrastructure Access Package</p> <p>ATTENDED INFRASTRUCTURE ACCESS</p> <p>MCCi's Attended Infrastructure Access is a service for Clients that are unable to grant the MCCi team unattended access to the project infrastructure being utilized. This package is necessary in the case that attended access is required due to, but not limited to, the following:</p> <ul style="list-style-type: none"> ▪ Navigating Client availability and rescheduling, MCCi staff schedules, and time zone conflicts ▪ Limitation of remote access functions ▪ In session issues that arise ▪ Limited screen space ▪ Client questions and interaction during attended sessions <p>CLIENT DELIVERABLES:</p> <ul style="list-style-type: none"> ▪ Provide enough attended access availability to accommodate the MCCi project team scheduling requests ▪ Adhere to agreed-upon scheduling for attended sessions ▪ Be available during entire attended session in case of issues with host machine, etc. <p>EXCLUSIONS</p> <ul style="list-style-type: none"> ▪ Recording attended sessions ▪ Training <p>ASSUMPTIONS</p> <ul style="list-style-type: none"> ▪ MCCi will have hardware input control ▪ Failure to abide by scheduling needs can result in a negative impact to the project timeline ▪ Client will have all needed credentials ready and available during attended sessions 	\$7,492.50
4/16/2024	Changer Order 02	<p>ADD LASERFICHE SAML IDENTITY PROVIDER PACKAGE</p> <p>CLIENT DELIVERABLES</p> <ul style="list-style-type: none"> ▪ Provide MCCi with claims mapping configuration information from SAML 2.0 Identity Provider (IdP) <p>MCCi DELIVERABLES</p> <ul style="list-style-type: none"> ▪ Configure directory server to use the Client's SAML identity provider for authentication in the Laserfiche system ▪ Provide Client training on how to create accounts in directory server from the Client's SAML identity provider <p>EXCLUSIONS</p>	\$2,250.00

	<p>MCCi is not responsible for the following:</p> <ul style="list-style-type: none">▪ Configuring individual Laserfiche web products to use Single Sign On▪ Troubleshooting issues with the SAML identity provider▪ Identifying provider conversion: the migration (or conversion) of users from the current identity provider to the new SAML identity provider, including, without limitation, directory server and repository users▪ Migrating (or converting) of users from current identity provider to the new SAML identity provider, including directory server and repository users▪ Creating accounts in directory server from Client's SAML identity provider <p>ASSUMPTIONS</p> <ul style="list-style-type: none">▪ Laserfiche Directory Server is installed and configured.▪ Client's identity services must support SAML 2.0 tokens.▪ Client must have sufficient access and privileges to their SAML-compatible identity services to configure Laserfiche as an authorized SAML service provider. This includes (but is not limited to) firewalls, exporting metadata, and importing metadata.▪ 	
	One Time Services Discount	-\$7,492.50
	Cumulative Totals	\$27,225.00

All other terms to the Order remain unchanged.

IN WITNESS WHEREOF, the parties have caused this CO to be signed by their respective duly authorized representatives as of the date last written below:

MCCi, LLC

By: E-SIGNED by Victor D'Aurio
on 2024-04-18 12:11:39 GMT

Name: Victor D'Aurio
Chief Operating Officer

Title: _____

Date: April 19, 2024

CITY OF HUNTSVILLE

By: _____

Name: Tommy Battle

Title: Mayor

Date: May 9, 2024

President of the City Council of the City
of Huntsville, Alabama
Date: May 9, 2024