

MAYOR JIM GRAY



**LEXINGTON**

MARTHA ALLEN  
COUNCIL CLERK

TO: Mayor Jim Gray  
FROM: Martha Allen, Council Clerk's Office  
DATE: April 10, 2017  
SUBJECT: ImageSilo Software

A handwritten signature in blue ink that reads "Martha Allen".

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**Request**

Authorization to approve the purchase of the ImageSilo software and the ImageSilo Subscription Agreement.

Why are you requesting?

Our current software Clerk's Index reached its end of life approximately 2 years ago. Our office depends on this software to search for legal documents from 30+ years ago. We currently pay \$499 a year for Clerk's Index maintenance. With ImageSilo's cost of \$479.88 per year, we will realize a small savings.

What is the cost in this budget year and future budget years?

The cost for this FY is: No impact for this FY as we have already paid for our current software. We will receive a credit for the difference in price which will apply to next FY.

The cost for future FY is: \$479.88 on going cost each FY

Are the funds budgeted?

The funds are budgeted.

Account number: 1101-123001-0001-76102

File Number: **363-17**

Director/Commissioner: Martha Allen/Sally Hamilton

