

**TO: MAYOR AND CITY COUNCIL**

**FROM: JON RADERMACHER, City Administrator**

**SUBJECT: LASERFICHE CONVERSION**

**MEETING DATE: October 7, 2025**

**BACKGROUND**

After evaluating our hardware needs with the OnSite, our managed IT provider, it was determined that converting the Laserfiche server to their Cloud platform would be the most cost effective and safe solution.

The amount quoted for this conversion is \$6,156, which includes 5 professional users and 10 participant users and cloud portal billed annually, a trade-in credit and a one-time configuration charge.

Payment for the conversion will come from General Fund – Miscellaneous Other Charges and ongoing annual payments are already accounted for in the 2026 General Fund – IT budget.

**STAFF RECOMMENDATION**

Approve the conversion quote and letter of removal to initiate the conversion of Laserfiche from our existing servers to their cloud platform.

**REQUESTED COUNCIL ACTION**

Motion to approve Laserfiche quote and Letter of Removal for Changing Licensing Models.

OPG-3, Inc.  
8030 Old Cedar Ave S, Ste 205  
Bloomington, MN 55425-1215  
USA  
+16512335075



# Quote

**ADDRESS**

Jon Radermacher  
City of Cannon Falls  
918 River Road  
Cannon Falls, MN 55009

**SHIP TO**

City of Cannon Falls  
918 River Road  
Cannon Falls, MN 55009

**QUOTE #** 6736**DATE** 09/29/2025**EXPIRATION DATE** 10/30/2025**SALES REP**

Nathan Sandy

ITEM	QTY	RATE	AMOUNT
<b>CloudProfUser5-49 CLENF2_AnnualPP</b> Cloud CLENF2 Professional User 5-49 12AnnualPP * Billed Annually, Recurring* LASERFICHE ONE-TIME CLOUD PROMO	5	740.30	3,701.50
<b>CloudParticipantUser_5-49_12annualPP</b> Cloud CFPARB 5-49 LF Participant User 12Annual PP *Billed Annually, Recurring*	10	106.37	1,063.70
<b>CLPPALB</b> Cloud Public Portal CLPPALB 1K Monthly Views *Billed Annually, Recurring*	1	536.08	536.08
<b>Credit LSSP</b> Trade-In Upgrade LSSP credit - PRORATED UNUSED LSAPS: 9-User Avante System, 2-Scan Connect, Starter Public Portal and Additional Repository	1	-2,220.28	-2,220.28
<b>CloudLabor</b> Cloud Install/Configuration/Migration	15	205.00	3,075.00

~ PLEASE NOTE: Quote Pricing Valid Until 10/30/25 ~

**TOTAL****\$6,156.00**

Payment Terms: Net 30 days from date of Original invoice.

Thank you! We appreciate your business.  
OPG-3 Inc.

Accepted By

Accepted Date

## Letter of Removal - For Changing Licensing Models

The undersigned certify to Compulink Management Center, Inc. dba Laserfiche (“**Laserfiche**”) that the following Laserfiche products for the below listed organization’s perpetual Laserfiche licensed system will be deleted from such organization’s computer systems within 60 days from the start of the new Laserfiche subscription licensing:

SKU	Product	LSAP Type	Quantity	Support Expiration	Serial Number
MATXB	Advanced Audit Trail	Avante	9	March 01, 2026	VELB-RABT-SABC-IAII
MCS01B	Scan Connect	Avante	2	March 01, 2026	VELB-RABT-SABC-IAII
MFRMB	Avante Forms Professional	Avante	9	March 01, 2026	VELB-RABT-SABC-IAII
MNF05B	Avante Named Full User	Avante	9	March 01, 2026	VELB-RABT-SABC-IAII
MPP1B	Starter Public Portal	Avante	1	March 01, 2026	VELB-RABT-SABC-IAII
MSA10B	Additional Repository for SQL Express	Avante	1	March 01, 2026	VELB-RABT-SABC-IAII
MSE10B	Avante Server for SQL Express	Avante	1	March 01, 2026	VELB-RABT-SABC-IAII
MWAXB	Web Client	Avante	9	March 01, 2026	VELB-RABT-SABC-IAII

The undersigned acknowledge and agree that any credit to the current subscription term by Laserfiche has been issued conditionally upon removal of the above listed software and/or license(s), and that said organization will be charged the amount of the credit if any applicable activation keys have not been deactivated by the end of the above listed timeframe.

City of Cannon Falls

\_\_\_\_\_  
**Registered End User/Organization Name**

\_\_\_\_\_  
 Email Address

\_\_\_\_\_  
 Signed By:

OPG-3, Inc.

\_\_\_\_\_  
 Name:

\_\_\_\_\_  
**Laserfiche Authorized Solution Provider Name**

*Ivan Franklin*

\_\_\_\_\_  
 Title:

\_\_\_\_\_  
 Signed By:

**Ivan Franklin**

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Name:

**Vice President of Sales**

\_\_\_\_\_  
 Location

\_\_\_\_\_  
 Title:

**09/20/25**

Date

8030 Old Cedar Ave., Bloomington, MN 55425

ifranklin@opg-3.com

Email Address

Location