

E-mail Solution Proposal
for Legislative Council
February 2018

1. Decision on whether to adopt Mindcentric - Zimbra Solution for current legislators with mt.gov accounts - *action item on adoption of new solution.*

If you adopt the Mindcentric solution:

2. Adopt email policies - *action item on adoption of policies*

a. an archive duration to retain emails from end of term. Current statute of limitations is 5 years and could be adopted. If a different duration is desired, the Council could request legislation for specific archive duration or statute of limitations.

b. require a strong password.

c. require migration of mt.gov account for archive in new account.

3. Recommend offering solution to existing legislators with mt.gov account (approximately 100 legislators). If they want the account, we will work with Mindcentric to have their current email migrated and converted. If they don't want the account, we will archive their emails and close the account. Goal is to have a single solution by May 2018. - *action item on whether to approve*

4. (Optional) Should we offer the new mailbox to holdover senators who do not currently have an email account?

5. (Optional) Should we offer the new mailbox to other legislators who do not have a current mt.gov account or wait until after the 2018 election cycle and offer at orientation.

Cost Information:

Current Users (100):

Remainder of 2018 for mt.gov cost: \$1,292

Savings (if any) for FY 18: \$0 (Microsoft enterprise agreement)

Savings for FY 19: \$3,100

If retain, cost for FY 20 (\$360/user/year):

\$36,000 for 100 legislators

\$54,000 for 150 legislators

Mindcentric cost:

Remainder of FY 18: \$5,650

\$6.50 per month x 4 months x 100 legislators = \$2,600

Migration costs: \$3,050 (for 150 legislators)

Cost of FY 19: \$7,800 (100 legislators) to \$11,700 (150 legislators)

Cost of FY 20: \$7,800 (100 legislators) to \$11,700 (150 legislators)

Assuming change to Mindcentric:

Total cost of ownership for FY 18: \$6,492

Total cost of ownership for FY 19: Between \$4,700 and \$8,600 (100-150 legislators)

Total cost of ownership for FY 20: Between \$7,800 and \$11,700 (100-150 legislators)

Savings for FY 20: Between \$24,300 and \$42,300 (100-150 legislators)