



## FINANCIAL & ADMINISTRATIVE SERVICES

**DATE:** June 29, 2022

**TO:** Larry Davis, Assistant City Manager

**FROM:** Robin Spencer, Contracts Analyst

**DEPARTMENT:** Financial & Administrative Services  
Procurement Services Division

**SUBJECT:** ERP Accessories, LLC dba Dashboard Gear, Contract 2022-11028 for software analytic, database, and report writing services for the Information Technology Department.

**Solicitation:**

The Information Technology Department requested a contract to provide software analytic, database and report writing services for the City's Infor CloudSuite system. ERP Accessories, LLC dba Dashboard Gear has a proprietary working relationship with Infor to provide these needed services for the Infor upgrade.

**Recommendation:**

The Procurement Services Division concurs with the recommendation of the Information Technology Department to approve this contract with ERP Accessories, LLC dba Dashboard Gear. ERP Accessories, LLC is not a local vendor. Funds for this contract will be encumbered in the next fiscal year beginning July 5, 2022.

**Outreach:**

- M/WBE office has provided a waiver for this proprietary software service
- ERP Accessories, LLC is not a registered HUB vendor.

**Financial information:**

- Account #'s: 686-1001-01.5413
- Contract Term: August 1, 2022 through July 31, 2025
- FY23
- First year estimated annual contract value: \$145,000.00
  - Second year estimated annual contract value: \$36,000.00
  - Third year estimated annual contract value: \$36,000.00
- Total three-year estimated contract value: \$217,000.00

Attachment