



## CITY COMMISSION STAFF REPORT

**DEPARTMENT:** Finance

**SUBJECT:** Motion to approve change order to Government & ERP Implementation Services LLC, (GERPIS) agreement

**CITY MANAGER RECOMMENDATION:**

The City Manager recommends approval of a change order to Government & ERP Implementation Services LLC, agreement to aid with the Fiscal Year End processing, general financial activities, annual audit and ACFR preparations.

**BACKGROUND OF ITEM:**

The city initially engaged the services of (GERPIS) to augment shortages experienced in the finance department's rank-and-file as well as leadership (CFO), during the height of the Covid-19 pandemic. Given, the high and prolonged uptick in the staffing exodus being experienced in the finance department it has been determined the continuation of (GERPIS) services are necessary to ensure the timely and accurate completion of the city's external audit.

**ANALYSIS:**

The changes in personnel costs being experienced by most businesses, if not all are also being felt by GERPIS. As such, this change order is requesting an increase in the supervisor position pay rate from \$120 to \$140 per hour. Additionally, we are seeking approval to increase the overall value of this agreement from \$40,000 to \$60,000. As was the case in the original request for services, the cost of acquiring these additional services will be fully offset by salary savings in the finance department due to personnel shortages.

**STRATEGIC PLAN:**

The continued use of GERPIS will ensure the timely and accurate completion of the city's financial audit and ACFR providing financial transparency and accountability.

**FISCAL IMPACT:**

The financial impact of this request will be fully offset by personnel savings in the finance department.


<u>General Ledger Acct. Number</u>	<u>Original Budget Amount</u>	<u>Prior Transfers to-date</u>	<u>Current Requested Amount</u>	<u>Total FY Budget With This Request</u>
001-130-531100-513	\$2,404	\$40,000	\$20,000	\$62,404

**ALTERNATIVES:**

There are no alternatives for this submission.

**ATTACHMENTS:**

1. ERP Implementation Services Agreement Approval

Workflow History 			
User	Task	Action	Date/Time
Allen, Tedra	NEW ITEM: Not Yet Routed	*FINANCIAL IMPACT: Forw...	03/28/22 11:45 AM
Kendrick, Aaron	Assigned to Finance Director	COMPLETE: Forward to Cit...	04/01/22 01:59 PM
Horowitz, Jacob	Assigned to Attorney	Route to City Clerk	04/01/22 02:48 PM
<i>The first page of the agreement, as well as the exhibits appear to be missing.</i>			
Allen, Tedra	Assigned to City Clerk	APPROVE ITEM: End Workf...	04/01/22 02:51 PM
Allen, Tedra	END WORKFLOW - APPROVED		04/01/22 03:33 PM