



TO: LINDA GORTON, MAYOR
URBAN COUNTY COUNCIL

FROM: ABIGAIL ALLAN, COUNCIL CLERK

CC:

DATE: 5/16/2022

SUBJECT: SOFTWARE UPGRADE

Request

Authorization to: enter into an agreement with Gimmel for the Infolinx upgrade and yearly cost of services.

Why are you requesting?

Department needs this action completed because: Infolinx is the records tracking and retrieval software used to access all the City's records at the Records Center and Archives; Gimmel is its parent company. This software is used throughout the City to archive and retrieve vital records, as well as to stay in compliance with records retention laws. The City has an existing service agreement with Infolinx; this will provide for the required upgrade and yearly cost of service going forward.

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

The cost for this FY is: \$30,000 upgrade; \$18,750 yearly cost of service

The cost for future FY is: \$18,750

Are the funds budgeted? yes

The funds are budgeted or a budget amendment is in process:

Account number: [1101-202505-0001-76101](#)

File Number: 504-22



Director/Commissioner: Allan/ Hamilton

