

Resolution #21-0541  
2021 Resolution Book, Page 229

**RESOLUTION APPROVING A CONTRACT WITH MASS GROUP FOR WAREHOUSE  
MANAGEMENT SYSTEM**

**WHEREAS**, MASS Group was selected by the City's Request for Proposals evaluation team to provide a comprehensive warehouse inventory management solution; and

**WHEREAS**, the current paper inventory tracking method is no longer capable of meeting the demands of the City's departments; and

**WHEREAS**, MASS Group offers a cloud-hosted inventory management system, Traceability Made Easy (TME), and is capable of interfacing with the City's Financial Management System; and

**WHEREAS**, MASS Group's solution's use of barcode technology will enhance the Central Warehouse's ability to quickly process supply requests and provide real-time reporting capabilities; and

**WHEREAS**, MASS Group's online ordering system will allow approved City employees to order items from the Central Warehouse online, thus streamlining the ordering process; and

**WHEREAS**, the increase in annual service fees for the TME solution versus the existing paper inventory tracking method is offset by streamlined, more accurate business processes that are expected to reduce the order processing time and better meet the needs of the Central Warehouse staff, City Departmental staff, and citizens; and

**WHEREAS**, the proposed contract with MASS Group totals \$39,551 for project implementation and first-year subscription fees, with on-going annual subscription fees ranging from \$31,238 for the second year to \$36,162 for the fifth year, for a total five-year cost of \$174,191; and

**WHEREAS**, approval is requested to enter into a contract with MASS Group using funds included in the FY 21-22 Information Systems budget.

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and City Council of the City of Winston-Salem authorize the City Manager to enter into a contract with MASS Group to implement and support the Traceability Made Easy product in order to manage the City's Central Warehouse inventory, as well as the renewal of this contract for four consecutive one-year terms, subject to approved funding through the annual budget process.

**BE IT FURTHER RESOLVED** that the City Manager is hereby authorized to execute a contract on behalf of the City.