



Roll Call Number

26-0906

Agenda Item Number

41

Date August 3, 2026

**RESOLUTION APPROVING PROCUREMENT AND EXECUTION OF CONTRACT WITH
RAMAKER AND ASSOCIATES, INC. FOR CEMETERY INFORMATION MANAGEMENT
SYSTEM (CIMS) CEMETERY MANAGEMENT SOFTWARE IN A TOTAL AMOUNT NOT TO
EXCEED \$264,148**

WHEREAS, the City's Parks and Recreation Department Director has identified an immediate need for consulting and implementation services and software to be used for collecting, organizing, and maintaining records for the City's eight (8) Cemeteries that span more than 400 acres and hold more than 190,000 interments; and

WHEREAS, the City's Parks and Recreation Department has requested the Finance Department, Procurement Division to procure Cemetery Information Management System (CIMS) and related annual maintenance for a five-year period, licensing, implementation and training services ("initial CIMS services"), and additional related services on an optional basis ("optional CIMS services"); and

WHEREAS, on May 22, 2023, Request for Proposal #61062323, Cemetery Management Software ("RFP") was issued by the City of Tampa, Florida, and Ramaker and Associates, Inc. (1955 Atwood Ave, Suite 202, Madison, WI, 53704 ("Contractor")), was selected and awarded the project; and

WHEREAS, pursuant to Des Moines Municipal Code Section 2-726(b)(19), the City may procure services and software from Contractor from a local government unit or agency, without conforming to the competitive bidding requirements of the Procurement Ordinance, provided that the City Manager determines and declares in writing that such services were competitively procured by said local government by procurement procedures substantially equivalent to those set forth in the Procurement Ordinance and can be procured without mark-up from said government unit or agency, which determination has been made by the City Manager and is hereby documented in writing by this reference; and

WHEREAS, the CIMS services and software will be purchased in the total amount not to exceed \$264,148.00 which includes all actual, documented costs of travel to support in-person training, similar expenses, software subscription, and maintenance for 5-years for both initial and optional CIMS services and software; and

WHEREAS, funding for said purchase is available from 2026-27 CIP, Page 76, Cemetery Infrastructure and Improvements, PK138; and

WHEREAS, the Procurement Administrator and the Finance Department recommend approval of an Agreement for consulting and implementation services and software as a service with Contractor, in form on file in the office of the City Clerk, subject to the terms and conditions set forth in said Agreement.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Des Moines, Iowa, that:

1. The purchase of Cemetery Information Management Services (CIMS) and related annual maintenance for a five-year period, licensing, implementation and training services at a total amount not to exceed \$264,148.00 for services described above is hereby approved.

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2. The City Manager is authorized and directed to execute the Agreement by and between the City of Des Moines, Iowa and Ramaker and Associates, Inc. for Cemetery Information Management System (CIMS) Cemetery Management Software, in form on file with the City Clerk.
3. The City Manager is authorized to approve and execute addendums for renewals on behalf of the City and amendments to address optional services, subject to approval as to form by the City's Legal Department and based on the terms of the Agreement.
4. The Parks and Recreation Department is authorized and directed to administer and monitor the Agreement on behalf of the City.

(Council Communication No. 26-280)

Moved by Gatto to adopt.Second by Voss.

Approved as to Form:

/s/ Glenna K. Frank

Glenna K. Frank

Deputy City Attorney

COUNCIL ACTION	YEAS	NAYS	PASS	ABSENT
BOESEN	✓			
BARRON	✓			
GATTO	✓			
MANDELBAUM	✓			
SIMONSON	✓			
VOSS	✓			
WESTERGAARD	✓			
TOTAL	7			

MOTION CARRIED

APPROVED

CERTIFICATE

I, LAURA BAUMGARTNER, City Clerk of said City hereby certify that at a meeting of the City Council of said City of Des Moines, held on the above date, among other proceedings the above was adopted.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my seal the day and year first above written.

Connie Boesen

Mayor

Laura Baumgartner

City Clerk