

Mayor and Council Communication

DATE: 01/14/25

M&C FILE NUMBER: M&C 25-0007

LOG NAME: 04SELECTRON SOLE SOURCE AGREEMENT FOR ATLAS INSIGHT

SUBJECT

(ALL) Authorize Execution of Sole Source Agreement with Selectron Technologies, Inc. for a Five-Year Term for Atlas Insight Software Implementation, Maintenance, Support and Professional Services for the Development Services and Information Technology Solutions Departments for an Amount Not to Exceed \$574,452.45, with an Amount Not to Exceed \$235,068.75 for Year One, an Amount Not to Exceed \$82,860.00 for Year Two, an Amount Not to Exceed \$84,157.80 for Year Three, an Amount Not to Exceed \$85,494.53 for Year Four, and an Amount Not to Exceed \$86,871.37 for Year Five; Adopt Appropriation Ordinance; and Amend the Fiscal Year 2025 Operating Budget

RECOMMENDATION:

It is recommended that the City Council:

1. Authorize the execution of a Sole Source Agreement with Selectron Technologies, Inc. for a total contract amount not to exceed \$574,452.45 for a five-year term for Atlas Insight Software implementation, maintenance, support, and professional services for the Development Services and Information Technology Solutions Departments with annual expected amounts not to exceed \$235,068.75 for year one, \$82,860.00 for year two, \$84,157.80 for year three, \$85,494.53 for year four, and \$86,871.37 for year five;
2. Adopt the attached appropriation ordinance increasing estimated receipts and appropriations in the Special Purpose Fund in the amount of \$574,452.45, from available Development Fee funds within Developer Tech Improvements project (City Project No. S00164), for the purpose of funding the Atlas Insight software implementation; and
3. Amend the Fiscal Year 2025 Operating Budget.

DISCUSSION:

The Information Technology Solutions (ITS) Department will utilize this sole source agreement with Selectron Technologies Inc. (Selectron) to purchase the Atlas Insight platform. Selectron's Atlas Insight platform is the only solution that provides a fully integrated, tailored mobile field inspection application along with a visual, map-based management tool with drag and drop inspection management, assignment, and re-assignment capabilities. The Atlas Inspections mobile field application can be fully utilized in both a connected or disconnected state and supports multiple form factors (hand-held, tablet, laptop, desktop), and operating systems (iOS, Android, and Windows). Atlas Insight is fully integrated to the City's existing Interactive Voice Response (IVR) along with real-time Accela integration for inspection resulting/posting.

The Development Services Department plans to utilize the Atlas Insight platform to streamline and improve the inspection communication process with customers. The Atlas Insight platform allows for communication with customers before, during, and after inspections occur. The platform will also ensure that all inspections are assigned to approved and licensed inspectors and allow for easy reassignment of inspections to optimize timeliness of inspection completion. Development Services will also be able to conduct video inspections to allow for increased flexibility for scheduling with customers and enable quicker completion of inspections.

The Developer Tech Improvements project was created to capture the technology fee that Development Services department charges to fund technology enhancements that support and improve the development process. The fees in this project can only be spent for this purpose.

This Mayor & Council Communication (M&C) requested authorization to execute a five-year sole source agreement with Selectron with a total contract amount of \$574,452.45 for the initial term.

Annual costs are as follows:

	Year 1	Year 2	Year 3	Year 4	Year 5
Professional Services	\$153,468.75	\$0.00	\$0.00	\$0.00	\$0.00
Annual Fees Total	81,600.00	82,860.00	84,157.80	85,494.53	86,871.37
Annual Total	\$235,068.75	\$82,860.00	\$84,157.80	\$85,494.53	\$86,871.37

A Chapter 252 Exemption form, related to these professional services, was approved by the City Attorney's Office.

Funding is budgeted in the Special Purpose Fund for the purpose of funding the implementation of Atlas Insight software.

AGREEMENT TERM - Upon City Council approval, this agreement shall begin upon execution and expire five (5) years from that date.

RENEWAL OPTIONS - This agreement may be renewed for successive one-year renewal terms at the City's option. This action does not require specific City Council approval provided that the City Council has appropriated sufficient funds to satisfy the City's obligations during the renewal

term.

ADMINISTRATIVE CHANGE ORDER: An administrative change order or increase may be made by the City Manager up to the amount allowed by relevant law and the Fort Worth City Code and does not require specific City Council approval as long as sufficient funds have been appropriated.

DVIN: This project was approved for a waiver per the Chapter 252 exemption, as a sole source by the Legal Department. Therefore, the business equity goal requirement is not applicable.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that funds are currently available in the Developer Tech Improvements project within the Special Purpose Fund and upon approval of the above recommendations and adoption of the attached appropriation ordinance, funds will be available in the Special Purpose Fund for the Developer Tech Improvements project to support the approval of the above recommendations and execution of the agreement. Prior to any expenditure being incurred, the Development Services and Information Technology Services Departments have the responsibility to validate the availability of funds.

Submitted for City Manager's Office by: Mark McDaniel

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