

Mayor and Council Communication

DATE: 10/28/25

M&C FILE NUMBER: M&C 25-0996

LOG NAME: 04NEW AGREEMENT FOR ECITATION PRODUCTS

SUBJECT

(ALL) Authorize Execution of Contract with Tyler Technologies, Inc. Using a Cooperative Purchase Agreement for Electronic Citation Solution Annual Licenses, Maintenance, Professional Services, and Related Hardware in an Annual Amount Up to \$350,000.00, with Four One-Year Renewal Options in the Same Amount for the Information Technology Solutions Department

RECOMMENDATION:

It is recommended that City Council authorize execution of a contract with Tyler Technologies, Inc. using Sourcewell Contract No. 060624-TTI for Electronic Citation Solution annual licenses, maintenance, professional services, and related hardware in an annual amount up to \$350,000.00, with four one-year renewal options in the same amount for the Information Technology Solutions Department.

DISCUSSION:

On August 1, 2017, City Council approved Mayor and Council Communication (M&C) P-12078 for the execution of a purchase agreement with Tyler Technologies, Inc. using a cooperative contract for the purchase of electronic citation (eCitation) software, hardware, and related services in a total contract amount of \$682,736.00. City Secretary Contract (CSC) No. 49492 was executed utilizing Sourcewell (formerly known as National Joint Powers Alliance) Contract No. 110515-TTI.

On June 14, 2022, City Council approved M&C 22-0469 for execution of an amendment to CSC 49492 to incorporate successor Sourcewell Contract No. 090320-TTI and increase the amount of the agreement to a revised amount of \$1,200,000.00. Sourcewell Contract No. 090320-TTI is scheduled to expire November 2, 2025 without a substantially similar replacement contract. Instead, Sourcewell and Tyler Technologies have entered into a separate agreement, Sourcewell Contract No. 060624-TTI.

This M&C requests Mayor and Council approval to enter into a new agreement with Tyler Technologies utilizing Sourcewell Contract No. 060624-TTI to support the continued purchasing of the Brazos eCitation software, hardware, and related services. The eCitation software is utilized by the Municipal Courts, Code Compliance, Police, Transportation & Public Works, and Environmental Services departments to issue digital citations or tickets as part of their individual enforcement activities. The Brazos eCitation software connects the issuance of a citation digitally to the Municipal Courts system for filing and fee collection. Use of a digital citation system also helps to reduce reliance on physical citation books and to limit human error when transporting and filing paper citations.

Funding is available for the agreement within the Info Technology Systems Fund in the amount of \$350,000.00. Other departments will provide separate funding when making a request for the purchase of eCitation hardware or related services. A funds availability verification will be performed by the participating department prior to the request.

SMALL BUSINESS PROGRAM: This agreement was approved for a waiver by the City Manager's Office for use of a cooperative contract, therefore, a Small Business Goal was not assigned.

COOPERATIVE PURCHASE: State law provides that a local government purchasing an item under a cooperative purchase agreement satisfies State laws requiring that the local government seek competitive bids for purchase of the item. Cooperative contracts have been competitively bid to increase and simplify the purchasing power of local government entities across the State of Texas.

SUCCESSOR CONTRACTS: The City will initially use this cooperative agreement to make purchases authorized by this M&C. In the event a cooperative agreement is not renewed, staff would cease purchasing at the end of the last purchase agreement coinciding with a valid cooperative contract. If the City Council were to not appropriate funds for a future year, staff would stop making purchases when the last appropriation expires, regardless of whether the then-current purchase agreement has expired.

If the cooperative agreements are extended, this M&C authorized the City to purchase similar products under the extended contract. In the event a cooperative agreement is not extended, but vendor and cooperative purchasing agency execute new cooperative agreement(s) with substantially similar terms, this M&C authorizes the City to purchase the products under the new contract(s). If this occurs, in no event will the City continue to purchase goods and services under the new agreements beyond 2030 without seeking Council approval.

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.

AGREEMENT TERM: Upon City Council's approval, the agreement will be executed upon signature by the Assistant City Manager and expire October 25, 2026 in accordance with the underlying cooperative agreement.

RENEWAL TERMS: The agreement may be renewed for four (4) 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 period.

A Form 1295 is not required because: This contract will be with a publicly-traded business entity or a wholly-owned subsidiary of a publicly-traded business entity: TYLER TECHNOLOGIES, INC.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that upon approval of the recommendation(s), funds are available in the current operating budget, as previously appropriated, in the Info Technology Systems Fund. Prior to an expenditure being incurred, the Information Technology Solutions Department has the responsibility to validate the availability of funds.

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