

Mayor and Council Communication

DATE: 04/08/25

M&C FILE NUMBER: M&C 25-0283

LOG NAME: 0404IT1 SOURCE AMENDMENT 1

SUBJECT

(ALL) Authorize Execution of the First Amendment to City Secretary Contract No. 58555 with iT1 Source, Inc. to Increase the Annual Contract Amount by \$281,000.00 for a Revised Annual Amount Not to Exceed \$381,000.00 for the Purchase of Technology Solutions, Products, and Services, Including, But Not Limited to, CADVOICE Alert Systems, for the Information Technology Solutions Department and Fire Department

RECOMMENDATION:

It is recommended that the City Council authorize the execution of the First Amendment to City Secretary Contract No. 58555 with iT1 Source, Inc. to increase the annual contract amount by \$281,000.00 for a revised annual amount not to exceed \$381,000.00 for the purchase of technology solutions, products, and services, including, but not limited to CADVOICE Alert Systems for the Information Technology Solutions Department and Fire Department.

DISCUSSION:

On December 7, 2022, the City executed City Secretary Contract (CSC) No. 58555 with iT1 Source, Inc., using The Interlocal Purchasing System (TIPS) Cooperative Agreement 210101 in an amount not to exceed \$100,000.00 annually for technology solutions, products and services for the Information Technology Solutions (ITS) Department. ITS historically used this contract for the purchase of touch-screen tablets, related accessories and software for City-wide department use. This includes purchase of wireless keyboards, wireless mice, device cases, touch-screen tablets and remote access software.

Approval of this Mayor & Council Communication (M&C) will allow for increased spend authority with iT1 Source that is needed to support larger department purchase requests for tablets, accessories, and related software. This M&C is requesting additional authorization in an amount of \$111,000.00 to allow for continued support of department purchase requests.

Approval of this M&C will also support the purchase of hardware available through iT1 Source that is needed for refresh of the Locution Systems, Inc. CADVOICE Alert Systems at ten (10) Fire Stations. CADVOICE Alert Systems are automated dispatching and fire station alerting systems that interface with standard computer-aided dispatch (CAD) systems. These systems are used at all City Fire Stations and allow dispatchers to handle more calls in the same amount of time, and provide first responders with a clear, consistent, accent-neutral voice that is easy to understand in stressful situations. Each CADVOICE Alert System requires periodic maintenance and repairs including the replacement of speakers, horns, radio interface units, switches, amplifiers and other related products every 5 years, on average. The required equipment is available through IT1Source at a more competitive cost when compared to purchasing directly through Locution Systems. This M&C is requesting additional authorization in the amount of \$170,000.00 to support the system refresh at ten (10) Fire Stations across the City.

The total authorization requested through this M&C is in an amount of \$281,000.00, for a revised annual contract amount not to exceed \$381,000.00. Of the requested increased amount, \$111,000.00 will be allocated for continued support of department purchase requests to purchase technology solutions, products, and services for Information Technology Solutions Department. The remaining \$170,000.00 will be allocated for the purchase of CADVOICE Alert Systems for the Fire Department.

Funding is budgeted in the ITS Capital Fund for the Information Technology Solutions Department for the purpose of funding the FY22 and FY 23 FD Locution Refresh projects, as appropriated.

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 TIPS 210101 to make purchases authorized by this M&C. In the event the TIPS cooperative contract 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 TIPS cooperative is extended, this M&C authorizes the City to purchase similar equipment and services under the extended contract. In the event the TIPS cooperative agreement is not extended, but TIPS executes a new cooperative agreement(s) with substantially similar terms, this M&C authorizes the City to purchase the equipment and services under the new TIPS contract(s).

BUSINESS EQUITY: A goal is not assigned when purchasing from an approved purchasing cooperative or public entity.

ADMINISTRATIVE CHANGE ORDER: An administrative change 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 initial term of the agreements will become effective once executed by the Deputy City Manager and will expire in accordance with the underlying cooperative agreements.

RENEWAL OPTIONS: The agreements may be renewed in accordance with the underlying cooperative agreements, 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.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that funds are available in the current capital budget, as previously appropriated, in the ITS Capital Fund for the FY22 FD Locution Refresh and the FY23 FD Locution refresh projects to support the approval of the above recommendation and execution of the amendment. Prior to any expenditure being incurred, the Information Technology Solutions Department has the responsibility to validate the availability of funds.

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