

Mayor and Council Communication

DATE: 10/27/20

M&C FILE NUMBER: M&C 20-0781

LOG NAME: 13P TECHNOLOGY EQUIPMENT, MAINTENANCE AND SUPPORT WATER ADK

SUBJECT

(ALL) Authorize a Purchase Agreement with Sequel Data Systems in an Annual Amount Up to \$225,689.00 for Technology Equipment, Software, Maintenance, and Professional Services Using State of Texas Department Information Resources Contract No. DIR-TSO-4160 for the Water Department and Authorize Renewals

RECOMMENDATION:

It is recommended that the City Council authorize a purchase agreement with Sequel Data Systems in an annual amount up to \$225,689.00 for technology equipment, software, maintenance, and professional services using State of Texas Department Information Resources Contract No. DIR-TSO-4160 for the Water Department and authorize renewals.

DISCUSSION:

The Water Department approached the Purchasing Division to enter into a contract with the State of Texas Department of Information Resources (DIR) using contract No. DIR-TSO-4160. Water will use the funds to purchase Hewlett-Packard branded products, computer peripherals, software, maintenance and professional services. By purchasing these items from the above mentioned cooperative, the City will benefit from the best value for the Water Department's network, routine maintenance and support.

COOPERATIVE PURCHASE - State law provides that a local government purchasing an item under a cooperative purchasing agreement satisfies state laws requiring that the local government seek competitive bids for purchase of the item. The State of Texas Department of Information Resources Cooperative Contract No. DIR-TSO-4160 has been competitively bid to increase and simplify the purchasing power of local government entities.

SUCCESSOR CONTRACTS - In the event that the Cooperative Agreement is not renewed, Staff would cease making purchases at the end of the last Purchase Agreement coinciding with the valid cooperative agreement. If the City Council were to not appropriate funds for a future year, Staff would cease making purchases when the last appropriation expires, regardless of whether the then-current Purchase Agreement has expired. If the cooperative contract is extended, this M&C authorizes the City to purchase similar software and services under the extended contracts. If the cooperative contract is not extended, but a new cooperative contract is executed with Sequel Data Systems, with substantially similar terms as the previous cooperative contract, this M&C authorizes the City to purchase the services under the new cooperative contract.

PRICE ANALYSIS - DIR pricing has been reviewed and compared with alternative cooperative contract sources and staff determined this DIR contract provides the best value. No guarantee has been made that a specific amount of hardware and/or software will be purchased.

M/WBE OFFICE - A waiver of the goal for MBE/SBE subcontracting requirements was requested by the Purchasing Division and approved by the M/WBE Office, in accordance with the BDE Ordinance, because the purchase of goods or services is from sources where subcontracting or supplier opportunities are negligible.

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 Code and does not require specific City Council approval as long as sufficient funds have been appropriated.

AGREEMENT TERM - Upon City Council's approval, this Agreement shall become effective upon signing and expire on October 2, 2024 in accordance with the terms of the DIR contract.

RENEWAL OPTIONS - This agreement may be renewed for additional terms according to the cooperative agreement. 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(s).

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that upon approval of the above recommendation funds are available in the current operating budget, as previously appropriated, and upon adoption of the Fiscal Year 2021 Budget by the City Council, funds will be available in the Fiscal Year 2021 Operating Budget, as appropriated, in the Water & Sewer fund. Prior to an expenditure being incurred, the Information Technology Solutions Department and Water Department have the responsibility to validate the availability of funds.

Submitted for City Manager's Office by: Jay Chapa 5804

Dana Burghdoff 8018

Originating Business Unit Head: Reginald Zeno 8517

Additional Information Contact:

Cynthia Garcia 8525

Ashley Kadva 2047