

# Mayor and Council Communication

**DATE:** 11/29/22

**M&C FILE NUMBER:** M&C 22-0937

**LOG NAME:** 04CARAHSOFT ASG MOBIUS VIEW SUBSCRIPTION COOP AGREEMENT

## **SUBJECT**

(ALL) Authorize Execution of an Agreement for a Software Subscription for Reporting Requirements with Carahsoft Technology Corporation in the Amount of \$188,660.00 for the First Year for the Information Technology Solutions Department Using a Cooperative Purchasing Agreement with Two Options to Renew

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## **RECOMMENDATION:**

It is recommended that City Council authorize execution of an agreement for a software subscription for reporting requirements used by the Financial Management Services Department and Code Compliance Department with Carahsoft Technology Corporation in the amount of \$188,660.00 for the first year using cooperative purchasing agreement Texas Department of Information Resources DIR-TSO-4288 with two one-year renewal options.

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## **DISCUSSION:**

With a partnership between Carahsoft Technology Corporation and ASG Technologies to bring ASG's Enterprise Data Intelligence and Content Solutions to government agencies at the federal, state and local levels, the City has utilized software from ASG Technologies called ViewDirect and Mobius DocumentDirect for many years. This software provides the capture, retention and online viewing capabilities of reports generating from server-based applications. Financial Management Services and Code Compliance Departments are the main users of the software. The Information Technology Solutions Department (ITS) maintains and supports this system for its users.

The departments also use the product to retrieve and review historical reports. The DocumentDirect product is reaching end of life support from the vendor and will no longer be supported, nor licensed for use. This requires that ITS move to the ASG Technologies new product Mobius View. Without this transition to their updated, supported product, ITS, Financial Management Services, and Code Compliance will lose access to not only create new reports for storing in Mobius View, but also lose access to existing historical reports which go back numerous years in the past.

**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. Cooperative contracts have been competitively bid to increase and simplify the purchasing power of local government entities across the State of Texas.

**SUCCESSOR CONTRACTS:** In the event the Texas Department of Information Resources (DIR) agreement is not renewed, staff would cease purchasing at the end of the last purchase agreement coinciding with a valid DIR agreement. 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.

The City will initially use the DIR contract to make purchases authorized by this Mayor and Council Communication (M&C). The Cooperative Contract is set to expire February 21, 2025. If DIR-TSO-4288 is extended, this M&C authorizes the City to purchase similar equipment and supplies under the extended contract. If DIR-TSO-4288 is not extended but DIR executes a new cooperative contract with Carahsoft Technology Corporation and with substantially similar terms, this M&C authorizes the City to purchase the services under the new DIR contract. If this occurs, in no event will the City continue to purchase services under the new agreement for more than three (3) years without seeking Council approval.

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

**AGREEMENT TERM:** Upon City Council approval, the Agreement will become effective and expire February 21, 2023 in accordance with the DIR contract. The agreement may be renewed on an annual basis thereafter.

**RENEWAL OPTIONS:** This agreement may be renewed up to two 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 terms.

**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.

Funding is budgeted in the Other Contractual Services account within the Information Technology Solutions Department's Info Technology Systems Fund.

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## **FISCAL INFORMATION / CERTIFICATION:**

The Director of Finance certifies that upon approval of the recommendation, 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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