

# Mayor and Council Communication

**DATE:** 08/08/23

**M&C FILE NUMBER:** M&C 23-0613

**LOG NAME:** 04SIGMA SURVEILLANCE

## **SUBJECT**

(ALL) Authorize Execution of a Cooperative Purchasing Agreement with Sigma Surveillance, Inc. dba STS360 Using a Cooperative Agreement with Renewal Options in the Amount of \$2,039,000.00 for the Information Technology Solutions Department

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## **RECOMMENDATION:**

It is recommended that City Council authorize execution of a Cooperative Purchasing Agreement with Sigma Surveillance, Inc. dba STS360 using a cooperative agreement with up to three renewal options in the amount of \$2,039,000.00 for the Information Technology Solutions Department.

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## **DISCUSSION:**

On June 27, 2023, City Council authorized Mayor and Council Communication (M&C) 23-0524 for execution of a cooperative purchasing agreement with Sigma Surveillance, Inc. dba STS360 in the amount of \$2,039,000.00 annually using Texas Department of Information Resources contract DIR-CPO-4770 with three options to renew. This M&C is to request authorization to execute an additional cooperative purchase agreement with Sigma Surveillance, Inc. dba STS360 (STS360) using Texas Department of Information Resources contract DIR-CPO-4697 with three options to renew. The Cooperative Purchasing Agreements executed with STS360 using DIR-CPO-4770 and DIR-CPO-4697 will share the total annual authorization of \$2,039,000.00 approved under M&C 23-0524.

**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:** In the event DIR-CPO-4697 is not renewed, staff would cease purchasing at the end of the last purchase agreement coinciding with the 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 DIR-CPO-4697 to make purchases authorized by M&C 23-0524 and this M&C. The cooperative agreement is set to expire February 24, 2025. If DIR-CPO-4697 is extended, this M&C authorizes the City to purchase similar equipment and services under the extended contract. If DIR-CPO-4697 is not extended but DIR executes a new cooperative contract with STS360 with substantially similar terms, this M&C authorizes the City to purchase the equipment and services under the new DIR contract. If this occurs, in no event with the City continue to purchase goods and 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.

**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 initial term of the agreement will be effective once executed by the Assistant City Manager and will expire on February 24, 2025 in accordance with the DIR contract. The Agreement may be renewed through February 24, 2026.

**RENEWAL OPTIONS:** This Agreement may be renewed for three (3) additional one-year renewal term, in accordance with the underlying or successive DIR, 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.

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## **FISCAL INFORMATION / CERTIFICATION:**

The Director of Finance certifies that funds are available in the current capital budget, as previously appropriated, in the Grants Cap Projects Federal Fund for the City Hall Move 100 Energy Way project and in the ITS Capital Fund for the Technology Infrastructure-IT programmable project and upon adoption of the Fiscal Year 2024 Budget by the City Council, funds will be available in the Fiscal year 2024 operating budget, as appropriated, in the Info Technology Systems Fund, to support the approval of the above recommendation and execution of the agreement. Prior to an expenditure being incurred, the Information Technology Solutions Department has the responsibility to validate the availability of funds.

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