

Mayor and Council Communication

DATE: 09/30/25

M&C FILE NUMBER: M&C 25-0912

LOG NAME: 04AMEND SELECTRON SOLE SOURCE AGREEMENT

SUBJECT

(ALL) Authorize the Execution of an Amendment to Sole Source Agreement with Selectron Technologies, Inc. in the Amount of \$302,446.32 for a Revised Total Contract Amount of \$876,898.77, for the Addition of a Cloud-Based Module and Enhancements for the Existing Atlas Insight Platform for the Information Technology Solutions Department

RECOMMENDATION:

It is recommended that the City Council authorize the execution of an amendment to City Secretary Contract No. 62679 with Selectron Technologies, Inc. in the amount of \$302,446.32 for a revised total contract amount of \$876,898.77, for the addition of the cloud-based Relay Interactive Voice Response module and enhancements to the existing Atlas Insight platform for the Information Technology Solutions Department.

DISCUSSION:

On January 14, 2025, Mayor and Council Communication (M&C) 25-0007 authorized the execution of City Secretary Contract No. 62679 with Selectron Technologies, Inc. for a total contract amount not to exceed \$574,452.45 for a five-year term for Atlas Insight Software implementation, maintenance, support, and professional services. The Atlas Insight software is used primarily by the Development Services Department to streamline and improve the inspection communication process with customers. The Atlas Insight platform allows for communication with customers before, during, and after inspections occur. The platform will also ensure that all inspections are assigned to approved and licensed inspectors and allow for easy reassignment of inspections to optimize timeliness of inspection completion. Development Services will also be able to conduct video inspections to allow for increased flexibility for scheduling with customers and enable quicker completion of inspections.

This M&C requests authorization to increase the total contract amount by \$302,446.32 for a revised total contract amount of \$876,898.77. The increase in authority will allow for the addition of the cloud-based Relay Interactive Voice Response (IVR) module to upgrade our existing on-premises VoicePermits PremierPro platform and provide for further enhancements to the Atlas Insight platform. Enhancements include Single-Sign-On (SSO) integration, an interactive texting platform for permitting, and inspector/inspection location insight. These enhancements are necessary for operations to improve the communication process between inspectors and customers, optimize routing for inspectors and inspections, provide easier and more secure access to Selectron for inspectors in the field, and provide data to promote data driven inspection performance.

A Chapter 252 exemption request related to this agreement was reviewed and approved by the City Attorney's Office as a sole source.

Funding is budgeted in the Special Purpose Fund for the Development Services Department for the purpose of funding the Developer Tech Improvements project, as appropriated.

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 TERMS – Upon City Council approval and execution of the amendment, the agreement shall expire January 22, 2030.

RENEWAL OPTIONS – This agreement may be renewed for successive 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 term.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that funds are available in the current capital budget, as previously appropriated, in the Special Purpose Fund for the Developer Tech Improvements project to support the approval of the above recommendation and execution of the amendment to the agreement. Prior to any expenditure being incurred, the Development Services and Information Technology Services Departments have the responsibility to validate the availability of funds.

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