

Mayor and Council Communication

DATE: 06/13/23

M&C FILE NUMBER: M&C 23-0442

LOG NAME: 04AUTHORIZE COOPERATIVE AGREEMENT WITH CARAHSOFT FOR VELOSIMO

SUBJECT

(ALL) Authorize a Cooperative Purchase Agreement with Carahsoft Technology Corporation for Velosimo Software Subscription in the Amount of \$472,875.00 for the Development Services Department through the Information Technology Solutions Department and Adopt Appropriation Ordinance from the Special Purpose Fund in the Amount of \$307,500.00

RECOMMENDATION:

1. Authorize a Cooperative Purchase Agreement with Carahsoft Technology Corporation for Velosimo software subscription in the amount of \$472,875.00; and
 2. Adopt the attached appropriation ordinance increasing estimated receipts and appropriations in the Special Purpose Fund in the amount of \$307,500.00 from available funds, within the Developer Technology Improvements project (City Project No. S00164)
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DISCUSSION:

The purpose of this Mayor and Council Communication (M&C) is to authorize a purchase agreement for the Velosimo Software subscription through Carahsoft Technology Corporation ("Carahsoft") using Cooperative Purchase Agreement National Cooperative Purchasing Alliance 01-86 (the "Agreement") and appropriate funding from the Special Purpose Fund to cover the costs associated with the first two years of the Agreement.

The Agreement will support Velosimo's software integrations with Accela now that Accela has migrated to cloud support. Velosimo supports more than eight highly desired integrations such as Bluebeam, OpenCounter Permit Assist, Power BI, and iNovah. Velosimo will provide training in the area of maintenance and development for the Development Services staff.

Implementing Velosimo software through Carahsoft will provide improvements in the areas of data transfer and management, improved and simplified processes, and allow for data to be transferred seamlessly between specific software platforms and Accela for the Development Services Department.

The first two years of the Velosimo software subscription will be funded through the Developer Technology Improvements project within the Special Purpose Fund in the amount of \$150,000.00 for the first year and \$157,500.00 for the second year, total amount \$307,500.00. The third year of the subscription in the amount of \$165,375.00 will be funded as appropriated under the Information Technology Solutions Fiscal Year 2025 operating budget. Total amount of the contract is \$472,875.00.

COOPERATIVE PURCHASE: Pricing for Velosimo is offered through Carahsoft under cooperative purchase contract National Cooperative Purchasing Alliance (NCPA) 01-86. The NCPA is authorized to offer cooperative purchasing programs to state agencies, public institutions of higher learning, public school districts and local governments. State law provides that a local government purchasing an item under a cooperative purchasing agreement satisfies any state law requiring that the local government seek competitive bids for the purchase of items. NCPA contracts are competitively bid to increase and simplify the purchasing power of government entities.

SUCCESSOR CONTRACTS: The City will initially use the NCPA 01-86 to make purchases authorized by this M&C. NCPA 01-86 is set to expire November 30, 2023. If NCPA 01-86 is extended, this M&C authorizes the City to purchase similar services under the extended contract. If NCPA 01-86 is not extended, but NCPA executes a new cooperative contract with Carahsoft and with substantially similar terms, this M&C authorizes the City to purchase services under the new NCPA contract. If this occurs, in no event will the City continue to purchase goods and services under the new agreement for more than three (3) years without seeking Council approval.

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.

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

AGREEMENT TERMS: Upon approval of this recommendation, the agreement shall remain in effect in accordance with Carahsoft NCPA 01-86 or applicable successive NCPA contracts for the same services and so long as funds are appropriated as part of the FY 2025 ITS operating budget.

This will serve ALL COUNCIL DISTRICTS.

FISCAL INFORMATION / CERTIFICATION:

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

Submitted for City Manager's Office by: Valerie Washington 6192

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