City of Fort Worth, Texas

Mayor and Council Communication

DATE: 02/25/25 **M&C FILE NUMBER:** M&C 25-0160

LOG NAME: 14FMLAANDADASERVICES

SUBJECT

(ALL) Authorize Amendment No. 2 to the Agreement with FMLASource, Inc. for Family Medical Leave Act and American Disabilities Act Services to Increase Spending Authority by \$100,000.00 for a Total Annual Spending Authority Up to \$316,240.00 for the Second Renewal Option and All Remaining Renewal Options, Based on Current Needs and Line Item Pricing in the Original Agreement

RECOMMENDATION:

It is recommended that the City Council authorize Amendment No. 2 to the agreement with FMLASource, Inc. (City Secretary Contract No. 56905) to increase spending authority by \$100,000.00 for a total annual spending authority up to \$316,240.00 for the second renewal option and all remaining renewal options, based on current needs and line item pricing in the original agreement.

DISCUSSION:

The purpose of this Mayor and Council Communication (M&C) is to increase the annual spending authority for FMLASource, Inc. by \$100,000.00 per year for the remainder of the contract, and subsequent renewal options for a total annual spending authority up to \$316,240.00

The City Council approved the contract with FMLASource, Inc. on November 30, 2021 (M&C 21-0886; City Secretary Contract No. 56905). The initial M&C approval amount was \$216,240.00 annually. The charges for the services provided by FMLASource, Inc. are on a line item basis with the final calculation based on the number of city employees. The line item cost has not changed since the inception of the agreement. However, the number of employees since the inception of the contract has increased.

Approval of this M&C would authorize an increase in spending authority by an annual amount of \$100,000.00 for a total annual amount up to \$316,240.00 for the second renewal option and all remaining renewal options. The estimated increase factors in the current and projected number of city employees subject to change.

A Form 1295 is not required because: This M&C does not request approval of a contract with a business entity.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that funds are available in the current operating budget, as previously appropriated, in the General Fund to support the approval of the above recommendation and execution of an amendment to the agreement. Prior to any expenditure being incurred, the Human Resources Department has the responsibility to validate the availability of funds.

Submitted for City Manager's Office by: Jesica L. McEachern 5804

Originating Business Unit Head: Dianna Giordano 7783

Additional Information Contact: Shannon Davis 6140

Sandra Huerta 7789