

City of Fort Worth, Texas

Mayor and Council Communication

DATE: 04/23/24M&C FILE NUMBER: M&C 24-0309

LOG NAME: 04INFORMATION TECHNOLOGY STAFF AUGMENTATION

SUBJECT

(ALL) Authorize Amendments to the City Secretary Contracts for Staff Augmentation Services to Increase Annual Staff Augmentation Authorization by \$1,247,340.00 for a Total Annual Authorization of \$5,621,340.00 and Add Four Annual Renewal Options for the Information Technology Solutions Department

RECOMMENDATION:

It is recommended that the City Council authorize amendments to the City Secretary Contracts for staff augmentation services to increase the annual staff augmentation authorization by \$1,247,340.00 for a total annual authorization of \$5,621,340.00 and add four annual renewal options for the Information Technology Solutions Department.

DISCUSSION:

In November 2016, City Council approved Mayor & Council Communication (M&C) C-27983 authorizing agreements with four vendors to provide technology-related staff augmentation services in a combined aggregate amount of \$2,100,000.00 annually under Texas Department of Information Resources (DIR) cooperative contracts. Since 2016, through various M&Cs, C-28636, C-28999, 20-0410, 21-0084, 21-0456, 21-0733, 22-0444, 22-1020, 23-0119, the Information Technology Solutions (ITS) has expanded the number of vendors to eight for an annual combined authorization of \$4,374,000.00 for information technology-related staff augmentation using DIR, Houston-Galveston Area Council (H-GAC), and General Services Administration (GSA) cooperative contracts.

As the City's need for current or updated information technology hardware and software has increased, so has the need for skilled information technology professionals to supplement City staff implementing the technology.

The current authorization for \$4,374,000.00 allows for the use of contractors to perform tasks related to the cyber security, project management, ERP ongoing maintenance and support, assistance with network work configurations, along with Help Desk, Desktop and Hardware support. Staff augmentation is also used to bring in highly skilled consultants to fill vacancies in a "contract to hire model". Furthermore, this funding allowed for assistance for one-time capital projects support provided for in the ITS Capital Program in various programmables.

This Mayor and Council Communication seeks authorization to amend the staff augmentation contracts, to increase the annual staff augmentation authorization by \$1,247,340.00 for a new total annual staff augmentation authorization of \$5,621,340.00 to accommodate information technology-related staff augmentation needs for the City of Fort Worth using existing Information Technology Solutions Department City Secretary Contracts. The amended amount includes \$1,089,000.00 requested by various City departments for their technology support needs.

To accommodate growth in operational needs, capital needs and other departmental needs, it is requested that the authorization increase 5% each year for the duration of the M&C authorization as reflected in the chart below.

	Current	Year 1	Year 2	Year 3	Year 4
Operating	\$2,095,200.00	\$2,139,600.00	\$2,246,580.00	\$2,358,909.00	\$2,476,854.00
Capital	1,541,083.00	1,618,137.00	1,699,044.00	1,783,996.00	1,873,196.00
Depts	0.00	1,089,000.00	1,143,450.00	1,200,623.00	1,260,654.00
Grants	737,717.00	774,603.00	813,333.00	854,000.00	896,700.00
Total	4,374,000.00	5,621,340.00	5,902,407.00	6,197,527.00	6,507,404.00
Amount of increase		\$1,247,340.00	\$281,067.00	\$295,120.00	\$309,876.00

Percentage of increase			5%	5%	5%
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Each of the existing staff augmentation City Secretary Contract cooperative agreements will be amended to reflect this new total authorization. Additionally, this M&C is to request authorization to add four renewal options for the ITS Department.

Upon approval of this M&C, ITS will manage all executed cooperative purchase agreements for citywide needs for information technology-related staff augmentation for a total annual authorization. To select temporary technology staff, the staffing requirements are identified by ITS and recruitment requests are sent to eight staff augmentation vendors with cooperative agreements and existing City Secretary Contracts. The vendors each have equal opportunity to respond with qualified candidates and earn a minimum of ten percent of the awarded expenditures on an as-needed basis. No specific amount is guaranteed.

Vendors authorized by this request are listed below. The vendors selected provide the best overall value.

Vendor	Cooperative Contract	Cooperative Contract Expiration Date	City Secretary Contract
Apex Systems LLC	DIR-CPO-4638	August 31, 2024	55409
GTS Technology Solutions, Inc.	DIR-CPO-4526	August 31, 2024	57911
Insight Global, LLC	GS-35F-0247Y	March 19, 2032	51991
Internal Data Resources, Inc. dba IDR	DIR-CPO-4529	August 31, 2024	57876
Luna Data Solutions, Inc.	DIR-CPO-4582	August 31, 2024	54782
Robert Half International, Inc.	H-GAC TS06-21	May 31, 2024	56223
System Soft Technologies, Inc.	DIR-CPO-4637	August 31, 2024	56634
TEKsystems, Inc.	DIR-CPO-4638	August 31, 2024	54907

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), Houston-Galveston Area Council (H-GAC), or General Services Administration (GSA) agreements are not renewed, staff would cease purchasing at the end of the last purchase agreement coinciding with a valid cooperative 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, H-GAC, and GSA agreements to make purchases authorized by this M&C. The DIR and H-GAC agreements are set to expire in 2024. If the agreements are extended, this M&C authorizes the City to purchase similar services under the extended contracts. If the DIR and H-GAC agreements are not extended, but DIR and H-GAC execute new cooperative contracts with each vendor and with substantially similar terms, this M&C authorizes the City to purchase the services under the new contracts. If this occurs, in no event will the City continue to purchase services under the new agreements for more than four (4) years without seeking Council approval.

Funding is budgeted in the Grants Operating Federal, ITS Capital and the Info Technology Systems Funds, along with any funding as needed by other City departments as appropriated.

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 approval and execution of amendments to respective City Secretary Contracts, each will become effective and expire in accordance with the underlying cooperative agreement.

RENEWAL OPTIONS: The DIR and H-GAC cooperative agreements may be renewed for four (4) additional 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 and operating budgets, as previously appropriated, in the Grants Operating Federal Fund for the American Rescue Plan Act project, the ITS Capital Fund for the Technology Infrastructure-IT and ERP IT projects and in the Info Technology Systems Fund to support the approval of the above recommendation and execution of the amendment. Prior to any expenditure being incurred, the Information Technology Solutions Department has the responsibility to validate the availability of funds.

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