

# Mayor and Council Communication

**DATE:** 09/28/21

**M&C FILE NUMBER:** M&C 21-0733

**LOG NAME:** 13P AMEND 21-0456 STAFF AUGMENTATION MG

**SUBJECT**

(ALL) Authorize an Amendment to the Term of M&C 21-0456 and Increase the Annual Amount by \$358,000.00 for Staff Augmentation Services using Cooperative Contracts for a Revised Term Amount of \$3,308,000.00 with Two Annual Renewal Options for the Information Technology Solutions Department

**RECOMMENDATION:**

It is recommended that the City Council authorize an amendment to the term of M&C 21-0456 and increase the annual amount by \$358,000.00 for staff augmentation services using cooperative contracts for a revised term amount of \$3,308,000.00 with two annual renewal options for the Information Technology Solutions Department.

**DISCUSSION:**

On June 22, 2021, City Council approved Mayor and Council Communication (M&C) 21-0456 increasing the annual amount of the previous Mayor and Council Communication (M&C) 21-0084.

Temporary personnel are recruited from the staffing agencies to assist in the development and implementation of specialized technology projects. ITS is recommending increasing the annual authorization by \$358,000.00 to address the payroll solution implementation with the Police and Fire Department. Staff augmentation requirements are identified by the reporting IT Manager/Executive based on need and available budget. Recruitments are sent to each available contracted vendor and are provided an equal opportunity to respond with qualified candidates. Applicants are submitted to the hiring manager on a first in / first out basis and the recruitment is completed once a suitable candidate has been identified.

The total of the new requested authorization amount of \$2,858,000.00 for the ITS Department and \$450,000.00 for the Water Department will become effective upon City Council approval and will be available for use through August 31, 2022. Throughout the next year, the ITS Department plans to evaluate the utilized vendors and will request a new authorization package in 2022.

Vendors are given an equal opportunity to earn a minimum of 10% of the awarded expenditures on an as-needed basis. No specific amount is guaranteed.

Vendors authorized by this request are as follows. The vendors selected provide the best overall value. Existing City Secretary Contracts will be amended to reflect the term and compensation language changes as needed.

Vendor	Cooperative Contract	Cooperative Contract Expiration Date	City Secretary Contract
TekSystems	DIR-CPO-4638	August 31, 2024	54907
Apex Systems	DIR-CPO-4521	August 31, 2024	55409
Luna Data	DIR-CPO-4582	August 31, 2024	54782
Insight Global	GS-35F-0247Y	March 19, 2032	51991

Renewal Terms: The Agreements may be renewed annually with a final expiration date of August 31, 2024. The renewals do not require specific City Council approval as long as sufficient funds have been 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.

**FISCAL INFORMATION / CERTIFICATION:**

The Director of Finance certifies that upon approval of the recommendations, funds are available in the current operating budget, as appropriated, of the General Fund and ITS Capital Fund and that, prior to an expenditure being made, the participating department has the responsibility to

validate the availability of funds.

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Expedited