

# Mayor and Council Communication

**DATE:** 09/30/25

**M&C FILE NUMBER:** M&C 25-0915

**LOG NAME:** 04SIGMA SURVEILLANCE BUYBOARD CO-OP CONTRACT

**SUBJECT**

(ALL) Authorize Execution of an Agreement with Sigma Surveillance, Inc. Using a Cooperative Contract at a First Year Amount of \$3,050,000.00 with a 10% Annual Increase for City Departments through the Information Technology Solutions Department

---

**RECOMMENDATION:**

It is recommended that the City Council authorize execution of a Cooperative Purchase Agreement with Sigma Surveillance, Inc. dba STS360, utilizing BuyBoard Contract 751-24, at an annual amount of \$3,050,000.00 with five one-year renewal options and a 10% annual increase for physical security for City Departments through the Information Technology Solutions Department.

---

**DISCUSSION:**

On June 27, 2023, City Council authorized Mayor and Council Communication (M&C) 23-0524 for execution of a cooperative purchasing agreement using Texas Department of Information Resources (DIR), contract DIR-CPO-4770 with three options to renew with Sigma Surveillance, Inc. dba STS360 in the amount of \$2,039,000.00 annually.

On August 8, 2023 M&C City Council approved 23-0613 to execute an additional cooperative purchase agreement with Sigma Surveillance, Inc. dba STS360 (STS360) using DIR contract DIR-CPO-4697 with three options to renew. The Cooperative Purchasing Agreements executed with STS360 using DIR-CPO-4770 and DIR-CPO-4697 share the total annual authorization of \$2,039,000.00 approved under M&C 23-0524.

In August 2025, the City executed City Secretary Contracts, (CSC), amendments to add an administrative increase of \$100,000.00 for a new shared annual authority of \$2,139,000.00.

This M&C requests authorization to execute a new cooperative purchase agreement with Sigma Surveillance, Inc. dba STS360 (STS360) using BuyBoard Contract 751-24 with five annual renewal options for a total annual amount of \$3,050,000.00 with a 10% annual increase to provide new and replacement surveillance, access, intrusion, hardware, software, technology, maintenance and support services citywide, for City-owned and leased facilities.

Funding is budgeted within the General Capital Projects Fund for the Downtown Library project, and the 2022 Bond Program Fund for the Far Northwest Library, PD Northwest Patrol Division, 2022 Bond Fire Station Community Center projects and will be budgeted in the Info Technology Fund and General Fund upon adoption of the Fiscal Year 2026 Budget. Other departments will provide separate funding when making a request for a purchase. A funds availability verification will be performed by the participating department prior to the request. Approval of this M&C will not eliminate prior spending approval authorized under M&C 23-0613.

**COOPERATIVE PURCHASE:** State law provides that a local government purchasing an item under a cooperative purchase 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 BuyBoard Contract 751-24 is not renewed, staff would cease purchasing at the end of the last purchase agreement coinciding with the valid DIR 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 BuyBoard Contract 751-24 to make purchases authorized by this M&C. The cooperative agreement is set to expire November 30, 2025 with two one-year renewal options. If BuyBoard Contract 751-24 is extended, this M&C authorizes the City to purchase similar equipment and services under the extended contract. If BuyBoard Contract 751-24 is not extended but executes a new cooperative contract with STS360 with substantially similar terms, this M&C authorizes the City to purchase the equipment and services under the new BuyBoard 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.

**AGREEMENT TERM:** Upon City Council's approval, the initial term of the agreement will be effective once executed by the Assistant City Manager and will expire on November 30, 2026 in accordance with BuyBoard contract 751-24 with four (4) one-year renewal options.

**RENEWAL OPTIONS:** This Agreement may be renewed for four (4) additional one-year renewal terms, in accordance with the underlying or successive BuyBoard cooperative contract, 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 General Capital Projects Fund for the Downtown Library project and in the 2022 Bond Program Fund for the Far NW Library, PD Northwest Patrol Division, 2022 Bond Fire Station CC projects and upon adoption of the Fiscal Year 2026 Budget by the City Council, funds will be available in the Fiscal Year 2026 Operating Budget, as appropriated, in the Info Technology Systems Fund and the General Fund, to support the approval of the above recommendation and execution of the agreement. Prior to an expenditure being incurred, the Information Technology Solutions Department has the responsibility to validate the availability of funds.

**Submitted for City Manager's Office by:** Dianna Giordano 7783

**Originating Business Unit Head:** Kevin Gunn 2015

**Additional Information Contact:** Bobby Lee 2310