

September 10, 2025

**WHEREAS**, the City recognizes the importance of its role in providing its citizen's public access to the governmental decision-making process; and

**WHEREAS**, the citizens of the City of Dallas will benefit from increased access to public information; and

**WHEREAS**, FY 2017-19 General Fund were allocated to the Office of Management Services' budget to meet this purpose; and

**WHEREAS**, on October 11, 2017, the oversight responsibility for the city's open records request function was transferred from the City Manager to the City Secretary; and

**WHEREAS**, on September 27, 2017, the City Council authorized a two-year contract through the U.S. Communities Cooperative with INSIGHT PUBLIC SECTOR, INC. to provide GovQA Public Records Request Management Software, in compliance with the Freedom of Information Act, for the period October 1, 2017, through September 30, 2019, by Resolution No. 17-1549; and

**WHEREAS**, on August 28, 2019, the City Council authorized a five-year contract through the State of Texas Department of Information Resources cooperative agreement with SHI Government Solutions, Inc. to provide maintenance and support of the public records request management software, for the period October 1, 2019, through September 30, 2024, by Resolution No. 19-1266; and

**WHEREAS**, on September 25, 2024, the City Council authorized a one-year contract for maintenance and support of the SHI Government Solutions Inc. for the GovQA Public Records Request Management Software through the State of Texas Department of Information Resources, in compliance with the Public Information Act (PIA), for the period October 1, 2024, through September 30, 2025. Resolution No. 24-1369; and

**WHEREAS**, it is necessary to authorize a cooperative purchasing agreement for a boards and commissions solution, and a GovQA Public Records Request Management Software with Carahsoft Technology Corporation through the Department of Information Resources cooperative agreement, which is necessary to comply with the Freedom of Information Act (FOIA), for the period October 1, 2025, through December 31, 2026.

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**Now, Therefore,**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:**

**SECTION 1.** That the City Manager is hereby authorized to execute a cooperative purchasing agreement for a boards and commissions solution, and a GovQA Public Records Request Management Software with Carahsoft Technology Corporation through the Department of Information Resources cooperative agreement, which is necessary to comply with the Freedom of Information Act (FOIA) for the period October 1, 2025 through December 31, 2026, and execute any and all documents required by the contract, approved as to form by the City Attorney.

**SECTION 2.** That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$244,941.97 to Carahsoft Technology Corporation from General Fund, Fund 0001, Department SEC, Unit 1844, Object 3070, Activity SC03, Encumbrance/Contract No. SEC-2025-00028566, Vendor VS0000009713.

**SECTION 3.** That this contract is designated as Contract No. SEC-2025-00028566.

**SECTION 4.** That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.