



Agenda Information Sheet

File #: 21-372

Item #: 18.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: May 12, 2021

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize Supplemental Agreement No. 3 for a three-year extension to the acquisition contract for the purchase of software, maintenance, and support services for a report distribution and repository application for the Department of Information and Technology Services provided by Redwood Software, Inc. and sold through SHI Government Solutions, Inc. through the Local Government Purchasing Cooperative (BuyBoard) agreement - Not to exceed \$174,538 - Financing: Data Services Fund (subject to annual appropriations)

BACKGROUND

This action does not encumber funds; the purpose of a cooperative purchasing agreement is to establish firm pricing for services, for a specific term, which are ordered on an as needed basis.

This cooperative purchasing agreement will allow for the purchase of software, maintenance and support services for a report distribution and repository application for the Department of Information and Technology Services. The solution is a financial reporting platform that is utilized across as many as 30 authorized departments and allows for managing the extensive archive of financial reports and documents that the City must maintain.

The solution extracts relevant report data from legacy report management repository (Control-D), and converts the data to actionable formats for inquiry, reporting, and web displays. Some additional advantages of this system include:

- Improved support for data accuracy
- Enhanced access to financial data for business operations
- Improved capability to provide actionable data to City users and to the public portal
- Automated report distribution, monitor retention requirements, and easy navigation to retrieve and view reports
- Support for better decision-making through the quantity and timeliness of financial information

The Local Government Purchasing Cooperative (BuyBoard) agreement is authorized by Chapter 791 of the Texas Government Code and Subchapter F, Chapter 271, Texas Local Government Code. Section 271.102 of the Texas Local Government Code which authorizes a local government to participate in a Cooperative Purchasing Program with another local government or a local cooperative organization.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On September 9, 2015, City Council authorized a five-year acquisition contract for the purchase of software, maintenance and support services for a report distribution and repository application with SHI Government Solutions, Inc. through the Buyboard, Texas Purchasing Cooperative by Resolution No. 15-1648.

FISCAL INFORMATION

Fund	FY 2021	FY 2022	Future Years
Data Services Fund	\$68,450.00	\$50,544.00	\$55,544.00

M/WBE INFORMATION

In accordance with the City's Business Inclusion and Development Policy adopted on September 23, 2020, by Resolution No. 20-1430, as amended, the M/WBE participation on this contract is as follows:

Contract Amount	Procurement Category	M/WBE Goal	M/WBE %	M/WBE \$
\$174,538.00	Other Services	N/A	100.00%	\$174,538.00
<ul style="list-style-type: none"> The Business Inclusion and Development Policy does not apply to Cooperative Purchasing Agreements, however, the prime contractor is a certified M/WBE. SHI Government Solutions, Inc. - Non-local; Workforce - 0.00% Local 				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Cooperative Purchasing Agreement	<ul style="list-style-type: none"> Cooperative purchasing agreements enable the City to associate with State agencies, other local governments, or local cooperative organizations comprised of other state and local governments, to leverage market buying power and enable the City to purchase goods or services at lower prices The cooperative purchasing agreement is an alternative method of meeting the requirements for competitive bidding or competitive sealed proposals, not an exception from that requirement
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OWNER

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Thai Lee, President