



## Legislation Text

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File #: 22-1911, Version: 1

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**STRATEGIC PRIORITY:** Government Performance & Financial Management  
**AGENDA DATE:** September 14, 2022  
**COUNCIL DISTRICT(S):** All  
**DEPARTMENT:** Office of Procurement Services  
**EXECUTIVE:** Jack Ireland

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### **SUBJECT**

Authorize a two-year cooperative purchasing agreement for application and hosting services, integration support, and ongoing technical and maintenance support of an electronic information multi-media streaming and management system for the Communications Outreach and Marketing Department with Swagit Productions, LLC, through The Interlocal Purchasing System cooperative purchasing agreement - Not to exceed \$504,612.44 - Financing: General Fund (\$168,945.44), Information Technology Equipment Fund (\$201,600.00), and Data Services Fund (\$134,067.00) (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 according to annual budgetary appropriations.

This cooperative purchasing agreement will provide for application and hosting services, integration support, and ongoing technical and maintenance support of an electronic information multi-media streaming and management system for the Communications Outreach and Marketing Department. This service allows videos to be live streamed, time-stamped, and integrated with the meeting's written agenda before being published to the City's website. Closed captioning functionality is included through this agreement, further enabling the City to meet audit and Americans with Disabilities Act requirements. Additionally, the City has the ability to archive meetings and provide a full schedule of all media content and upcoming events that can be accessed on-demand or directly on smart devices.

This service is part of the City's continuous commitment to offer residents, business owners and stakeholders, services that make government more accessible and responsive. This software application provides a mechanism to acquire optional services for the potential need of additional public meeting broadcasts, language translations and social media streaming during the contract term.

The Interlocal Purchasing System cooperative 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)**

This item has no prior action.

### **FISCAL INFORMATION**

Fund	FY 2022	FY 2023	Future Years
General Fund	\$168,945.44	\$ 0.00	\$0.00
Information Technology Equipment Fund	\$ 26,667.00	\$107,400.00	\$0.00
Data Services Fund	\$ 0.00	\$201,600.00	\$0.00
Total	\$195,612.44	\$309,000.00	\$0.00

### **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 Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
\$504,612.44	Other Services	N/A	N/A	N/A	N/A
<ul style="list-style-type: none"> <li>• The Business Inclusion and Development Policy does not apply to Cooperative Purchasing Agreements</li> <li>• Swagit Productions, LLC - Local; Workforce - 100.00% Local</li> </ul>					

### **PROCUREMENT INFORMATION**

Method of Evaluation for Award Type:

Cooperative Purchasing Agreement	<ul style="list-style-type: none"> <li>• 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</li> <li>• 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</li> </ul>
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**OWNER**

**Swagit Productions, LLC**

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Bryan R. Halley, Co-Founder

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