



Legislation Text

File #: 22-2246, **Version:** 1

STRATEGIC PRIORITY: Government Performance & Financial Management

AGENDA DATE: November 9, 2022

COUNCIL DISTRICT(S): N/A

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Jack Ireland

SUBJECT

Authorize a three-year cooperative purchasing agreement for continued use of the existing software to facilitate the new hire and performance management process for the Department of Information and Technology Services with SHI Government Solutions, Inc. through the Local Government Purchasing Cooperative (Buyboard) agreement - Not to exceed \$1,324,163 - 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 provide for continued use of the existing software to facilitate the new hire and performance management process. This system automates the City's hiring process by allowing for approval routing, email notifications, qualification screening, and tracking progress throughout the entire on-boarding process. Benefits of the system include, but are not limited to:

- Accept and process job applications submitted online
- Manage position eligibility lists
- Schedule applicants for testing and provide management with test scores

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 January 24, 2018, City Council authorized a two year service contract for continued use of the existing software to facilitate the new hire and performance management process by Resolution No. 18-0199.

FISCAL INFORMATION

Fund	FY 2023	FY 2024	Future Years
Data Services Fund	\$403,738.20	\$440,877.90	\$479,546.90

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
\$1,324,163.00	Other Services	N/A
M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
N/A	100.00%	\$1,324,163.00
<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 - Non-local; Workforce - 6.52% 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
	<ul style="list-style-type: none"> • 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

OWNER

SHI Government Solutions

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Thai Lee, Chief Executive Officer