



## Recommendation for Action

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**File #: 23-2772, Agenda Item #: 45.**

**9/21/2023**

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### **Posting Language**

Authorize negotiation and execution of a contract for OpenGov Procurement suite software and implementation services with Vertosoft LLC d/b/a Vertosoft, for up to five years for a total contract amount not to exceed \$550,000.

[Note: This procurement was reviewed for subcontracting opportunities in accordance with City Code Chapter 2-9C (Minority Owned and Women Owned Business Enterprise Procurement Program). For the goods and services required for this procurement, there were no subcontracting opportunities; therefore, no subcontracting goals were established].

### **Lead Department**

Financial Services Department.

### **Client Department(s)**

Financial Services Department.

### **Fiscal Note**

Funding in the amount of \$99,130 is available in the Fiscal Year 2023-2024 Operating Budget of the Financial Services Department. Funding for the remaining contract term is contingent upon available funding in future budgets.

### **Purchasing Language:**

Multiple contractors within this cooperative purchasing program were reviewed for these goods and services. The Financial Services Department has determined this contractor best meets the needs of the Financial Services Department - Central Procurement to provide these goods and services required for the City.

### **For More Information:**

Direct questions regarding this Recommendation for Council Action to the Financial Services Department - Central Procurement at: [FSDCentralProcurementRCAs@austintexas.gov](mailto:FSDCentralProcurementRCAs@austintexas.gov) or 512-974-2500.

### **Additional Backup Information:**

The contract will provide OpenGov Procurement suite software and implementation services. The procurement software provides online tools to automate generating solicitation and contract documentation. This will create significant time saving efficiencies within the procurement process allowing procurement specialists to provide better services to City departments.

The State of Texas Department of Information Resources cooperative is a cooperative purchasing association recognized under Texas procurement statutes. Cooperative associations, themselves or using a lead government, competitively solicit and award contracts that are eligible for use by other qualified state and local governments. Due to their substantial volumes, larger than any one government could achieve independently, cooperative contracts routinely include superior terms, conditions, and pricing. Use of cooperative contracts also results in lower administrative costs and time savings.

**Contract Detail:**

<b><u>Contract Term</u></b>	<b><u>Length of Term</u></b>	<b><u>Contract Authorization</u></b>
Initial Term	1 yr.	\$100,000
Optional Extension 1	1 yr.	\$105,000
Optional Extension 2	1 yr.	\$110,000
Optional Extension 3	1 yr.	\$115,000
Optional Extension 4	1 yr.	\$120,000
<b>TOTAL</b>	<b>5 yrs.</b>	<b>\$550,000</b>

**Note:** Contract Authorization amounts are based on the City's estimated annual usage.