



City of Austin

Recommendation for Action

File #: 26-2605, **Agenda Item #:** 13.

10/8/2026

Posting Language

Authorize a contract for the ethics electronic filing system for the Austin City Clerk's Office with RFD & Associates Inc. for an initial term of two years in an estimated amount of \$495,000 with up to three 1-year extension options each in an estimated amount of \$247,500 for a total contract amount not to exceed \$1,237,500. Funding: \$247,500 is available in the Fiscal Year 2026-2027 Operating Budget of the Austin City Clerk's Office. Funding for the remaining contract term is contingent upon available funding in future budgets.

Lead Department

Austin Financial Services.

Client Department(s)

Austin City Clerk's Office.

Fiscal Note

Funding in the amount of \$247,500 is available in the Fiscal Year 2026-2027 Operating Budget of the Austin City Clerk's Office. Funding for the remaining contract term is contingent upon available funding in future budgets.

Procurement Language:

Multiple cooperative purchase programs were reviewed for these services. Austin Financial Services has determined this contractor best meets the needs of the Austin City Clerk's Office to provide these services required for the City.

MBE/WBE:

Cooperative Agreement contracts are exempt from the City Code Chapter 2-9B (Minority-Owned and Women-Owned Business Enterprise Procurement Program); therefore, no subcontracting goals were established.

For More Information:

Direct questions regarding this Recommendation for Council Action to Austin Financial Services - Central Procurement at: FSDCentralProcurementRCAs@austintexas.gov or 512-974-2500.

Additional Backup Information:

This contract will provide licensing, support, and enhancements to the ethics electronic filing system. The Texas Ethics Commission (TEC) provides a filing system developed by RFD & Associates Inc. designed for Texas-specific campaign finance filing mandates required of local candidates and political action committees to local governmental entities.

This contract is required for the City to continue to use the state filing system, which includes all modifications and updates to state filing requirements made by the Texas Legislature or TEC as part of the annual fee. The system, with assistance from the vendor, will continue to allow the City to add and customize reports as required by the State Election Code and City Code allowing the City to provide complete electronic filing as an option for all filers (Council, Candidates, Political Action Committee, Lobbyists, Boards and Commission

members and City staff) to file from any location.

The contract replaces the current contract, which expires February 14, 2027. The recommended contractor is the current provider of these services.

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.

A delay in contract approval could impact the City's ability to provide electronic filing and impact compliance with the State Election Code.

Contract Details:		
Contract Term	Length of Term	Contract Authorization
Initial Term	2 years	\$495,000
Optional Extension 1	1 year	\$247,500
Optional Extension 2	1 year	\$247,500
Optional Extension 3	1 year	\$247,500
Total	5 years	\$1,237,500

Note: Contract authorization amounts are based on the City's estimated annual usage and may be more or less in the initial term and in each exercised optional extension; however, the total contract amount will not exceed \$1,237,500.