



City of Austin

Recommendation for Action

File #: 26-2901, **Agenda Item #:** 31.

10/22/2026

Posting Language

Authorize a contract for a policy and compliance management platform and related services to distribute and track department policies, document employee training, and support accreditation and audit readiness for all City departments with PowerDMS Inc. d/b/a Innovative Data Solutions Inc., for an initial term of one year in an estimated amount of \$144,000 with up to four one-year extension options each in an estimated amount of \$144,000 for a total contract amount not to exceed \$720,000. Funding: \$93,000 is available in the Operating Budget of various City departments. Funding for the remaining contract term is contingent upon available funding in future budgets.

Lead Department

Austin Financial Services.

Client Department(s)

All City Departments.

Fiscal Note

Funding in the amount of \$93,000 is available in the Fiscal Year 2026-2027 Operating Budget of various City departments.

Funding for the remaining contract term is contingent upon available funding in future budgets.

Procurement Language:

Multiple contractors within this cooperative purchasing program were reviewed for these services. Austin Financial Services has determined this contractor best meets the needs of the various departments 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:

The contract is for a policy and compliance management platform and services. The platform software and services will help departments streamline document management, training, and accreditation processes. The platform serves as a secure, centralized repository for distributing and tracking department policies, while mapping those documents directly to state and federal accreditation standards to ensure audit readiness. The platform provides departments with documented evidence that employees received, signed, and were trained in policies and procedures.

The current contracts expire on September 30, 2026, December 31, 2026, and September 30, 2027, and the contracts will be combined into a Citywide contract. The requested authorization is based on historical spending and departmental estimates of future needs. The recommended contractor is the current provider of these services.

Sourcewell 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.

Discontinuing the compliance management platform and services may result in policy data deprecation and diminished policy management capabilities, reducing departments' abilities to update and distribute policies and impeding audit readiness.

Contract Details:		
Contract Term	Length of Term	Contract Authorization
Initial Term	1 year	\$144,000
Optional Extension 1	1 year	\$144,000
Optional Extension 2	1 year	\$144,000
Optional Extension 3	1 year	\$144,000
Optional Extension 4	1 year	\$144,000
Total	5 years	\$720,000

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 \$720,000.