

ACTION FORM BRYAN CITY COUNCIL

DATE OF COUNCIL MEETING: 9/23/14	DATE SUBMITTED: 9/5/14
DEPARTMENT OF ORIGIN: Information Technology	SUBMITTED BY: Cray Crouse

MEETING TYPE:	CLASSIFICATION:	ORDINANCE:	STRATEGIC INITIATIVE:
<input type="checkbox"/> BCD	<input type="checkbox"/> PUBLIC HEARING	<input type="checkbox"/> 1ST READING	<input checked="" type="checkbox"/> PUBLIC SAFETY
<input type="checkbox"/> SPECIAL	<input checked="" type="checkbox"/> CONSENT	<input type="checkbox"/> 2ND READING	<input checked="" type="checkbox"/> SERVICE
<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> STATUTORY		<input checked="" type="checkbox"/> ECONOMIC DEVELOP.
<input type="checkbox"/> WORKSHOP	<input type="checkbox"/> REGULAR		<input checked="" type="checkbox"/> INFRASTRUCTURE
			<input type="checkbox"/> QUALITY OF LIFE

AGENDA ITEM DESCRIPTION: Consider approval of annual purchase for procurement of wireless/cellular services (voice and data) and related equipment through Verizon Wireless, LLC and AT&T Mobility. The total estimated annual expenditure to procure said services should not exceed \$150,000. Contingent upon Council approval, services and equipment will be purchased through various purchasing cooperative contracts.

SUMMARY STATEMENT: The Information Technology Department is requesting City Council approval to participate in the following cooperative contracts for wireless/cellular services (voice and data) and related equipment:

- Verizon Wireless Service, LLC: Said services and equipment are available through the Texas Department of Information Resources (DIR) contract #DIR-SDD-1779 and General Services Administration (GSA) contract #GS-35-0119P. Estimated annual expenditure: \$125,000.
- AT&T Mobility: Said services and equipment are available through the Texas Department of Information Resources (DIR) contract #DIR-SDD-1777. Estimated annual expenditure: \$25,000.

Each product and service available through above mentioned contracts have been competitively bid and awarded based on Texas statues applicable to competitive bids. City staff continuously audits City cell phone use and pricing plans to be assured that they are as competitive and as cost-effective as possible.

Previous 5-year history is as follows:

FY14 – \$120,500
 FY13 – \$130,000
 FY12 – \$130,000
 FY11 – \$132,500
 FY10 – \$140,000

The Department of Information Resources (DIR) was created by the State of Texas to ensure the effective and efficient use of public funds for information technology services and equipment through the application of statewide services and technologies with emphasis on cooperative purchasing projects. The Interlocal Cooperation Act, Texas Government Code, Chapter 791, authorizes local governments to directly contract with DIR enabling participating entities to take advantage of the purchasing power of the State of Texas.

The GSA was established by President Harry Truman on July 1, 1949, to streamline the administrative work of the federal government. GSA consolidated the National Archives Establishment, the Federal Works Agency, and the

Public Buildings Administration; the Bureau of Federal Supply and the Office of Contract Settlement; and the War Assets Administration into one federal agency tasked with administering supplies and providing workplaces for federal employees.

GSA's original mission was to dispose of war surplus goods, manage and store government records, handle emergency preparedness, and stockpile strategic supplies for wartime. GSA also regulated the sale of various office supplies to federal agencies and managed some unusual operations, such as hemp plantations in South America. Today, through its two largest offices – the Public Buildings Service and the Federal Acquisition Service – and various staff offices, GSA provides workspace to more than 1 million federal civilian workers, oversees the preservation of more than 480 historic buildings, and facilitates the federal government's purchase of high-quality, low-cost goods and services from quality commercial vendors.

Procuring information technology products and services through DIR and GSA contracts saves the City time and money as all products offered have been subjected to a competitive bid process with vendors offering substantial discounts to all participating entities based on the State's anticipated volume of purchases.

STAFF ANALYSIS AND RECOMMENDATION: The Information Technology Department respectfully requests City Council approval to procure wireless/cellular services (voice and data) and related equipment from Verizon Wireless Services, LLC and AT&T Mobility through DIR and GSA contracts as described above. Total estimated FY15 expenditure is no greater than \$150,000. The Wireless voice and data devices are necessary for employees to be responsive to each other and the community.

OPTIONS (In Suggested Order of Staff Preference):

1. Approve the annual blanket purchase order.
2. Do not approve the annual blanket purchase order and formally bid the required services and equipment.
3. Do not approve and provide direction to Staff.

ATTACHMENTS: DIR and GSA documents (pdf file)

FUNDING SOURCE: Various City Department Funds (General Fund and Enterprise Fund), Budgeted FY15

APPROVALS: Hugh R. Walker, 09/05/2014

APPROVED FOR SUBMITTAL: Kean Register, 09-03-2014

APPROVED FOR SUBMITTAL: Janis K. Hampton, 09-15-2014