



# City of San Antonio

## Agenda Memorandum

**File Number:**17-6045

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**Agenda Item Number:** 8.

**Agenda Date:** 12/7/2017

**In Control:** City Council A Session

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**DEPARTMENT:** Finance

**DEPARTMENT HEAD:** Troy Elliott

**COUNCIL DISTRICTS IMPACTED:** Citywide

### **SUBJECT:**

12/7/2017 Annuals

### **SUMMARY:**

An ordinance awarding a contract to provide the City with commodities and services on an annual basis for the term of the contracts, for an estimated annual cost of \$60,000.00. This ordinance provides the procurement of the following items, as needed, and dependent on the Department's available budget, for the term of the contracts:

Sage Pursuits, Inc. dba Envision Technology Partners, Inc. for eSAIRS Software Maintenance Agreement, \$60,000.00 annually, \$120,000.00 total contract value (1 contract, Information Technology Services & San Antonio Metropolitan Health District)

### **BACKGROUND INFORMATION:**

The City of San Antonio utilizes annual contracts for procuring high volume repetitive purchases. Annual contracts are an efficient method of securing the best prices through volume purchasing and reducing large amounts of work related to the bid process. Utilization of annual contracts allows the City to procure numerous different commodities in support of the normal daily operations.

### **Sole Source:**

Sage Pursuits, Inc. dba Envision Technology Partners, Inc. for eSAIRS Software Maintenance Agreement, \$60,000.00 annually, \$120,000.00 total contract value, January 1, 2018 through December 31, 2018 with one,

one year renewal option - This renewal contract provides the City with a software maintenance and support agreement with Sage Pursuits, Inc. dba Envision Technology Partners, Inc. to provide technical support for the San Antonio Metropolitan Health District's enhanced San Antonio Immunization Registry.

The San Antonio Immunization Registry System (SAIRS) is a secure computerized immunization system operated by the San Antonio Metropolitan Health District. This system is designed to capture immunization information of a client over that person's lifespan. The purpose of the SAIRS system is to improve the immunization status of all Bexar County residents by consolidating immunization information and sharing it with health care providers.

These items are being purchased as a Sole Source according to the provisions of Texas Statutes Local Government Code 252.022.07. No other source can supply the items listed nor can any comparable item fulfill the same requirements. Vendor acknowledges, with her/her signature, that all items offered are considered a Sole Source.

#### **ISSUE:**

This contract represents a portion of approximately 250 annual contracts that will be brought before City Council throughout the fiscal year. These products and services are used by city departments in their daily operations.

This contract is exempt from competitive bidding and is excluded from the scope of the SBEDA program.

This award is an exception to the Local Preference Program.

The Veteran-Owned Small Business Preference Program does not apply to non-professional services, so no preference was applied to this contract.

#### **ALTERNATIVES:**

Should this contract not be approved, the San Antonio Metropolitan Health District will not have access to expert technical support and maintenance should there be a need to correct any errors, malfunction or defects associated with the immunization registry system.

#### **FISCAL IMPACT:**

Funds are not encumbered by this ordinance. All expenditures will be in accordance with the Department's adopted budget approved by City Council. Purchases made by the Department are as needed and dependent upon available funds within their adopted budget.

#### **RECOMMENDATION:**

Staff recommends the acceptance of this contract submitted through this ordinance to provide the City with specified services on an annual contract basis. This annual contract is critical to the City's daily operations.

This contract was procured on the basis of sole source, and a Contract Disclosure Form is not required.

