



City of Austin

Recommendation for Action

File #: 24-5699, **Agenda Item #:** 11.

10/10/2024

Posting Language

Authorize negotiation and execution of a contract for project management software licensing, maintenance, and support services with Softek International Inc. d/b/a Softek, for up to five years for a total contract amount not to exceed \$1,700,000.

Lead Department

Financial Services Department.

Client Department(s)

All City Departments.

Fiscal Note

Funding in the amount of \$260,420 is available in the Fiscal Year 2024-2025 Operating Budgets of various City Departments.

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

Purchasing Language:

Multiple cooperative purchase programs were reviewed for these services. The Financial Services Department has determined this contractor best meets the needs of the departments to provide these services required for the City.

MBE/WBE:

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

For More Information:

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

Additional Backup Information:

This contract will provide project management software licensing, maintenance, and support services. Wrike is a project and portfolio management software used to coordinate projects, manage deadlines, schedules, and workflow processes. This software allows City departments to track contract renewal dates, number of licenses issued, and invoices against purchase orders, and is also used for advanced reporting, real time analytics and dashboards, standardizing processes, and resource management for projects.

The United States General Services Administration Information Technology 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.

If this purchase is not approved, departments will lose transparency and data-driven insights into their projects and contracts, delay progress, and performance would be inconsistent, negatively impacting the effectiveness of the projects being managed.