



**CITY OF FORT LAUDERDALE
City Commission Agenda Memo
REGULAR MEETING**

#25-0478

TO: Honorable Mayor & Members of the
Fort Lauderdale City Commission

FROM: Rickelle Williams, City Manager

DATE: August 19, 2025

TITLE: Motion Approving Transaction Document No. 4 for the Proprietary Purchase of the Assure Claims Software Licensing, Maintenance, Enhancements and Services Available - Computer Sciences Corporation - \$117,793 - (**Commission Districts 1, 2, 3 and 4**)

Recommendation

Staff recommends the City Commission approve Transaction Document (TD) No. 4, in substantially the form attached, for the proprietary purchase of the Assure Claims Software Licensing (ACSL), *formerly known as RiskMaster*, Maintenance, Enhancements and Services Available (MESA) from Computer Sciences Corporation (CSC), for a maximum three-year term amount of \$117,793.

Background

In 1999, the City entered into an agreement with Dorn Technology Group Inc./Dorn Technology Group Services, Inc. (DORN) for the RiskMaster system. This system is used to track the management of property and casualty claims, claims loss information, claims settlement, and record claims checks for the Risk Management Division of the Human Resources Department. CSC, formerly DORN, was determined to be a sole source for upgrades, enhancements, maintenance and support of the RiskMaster software.

In 2013, the City Commission approved a proprietary five-year contract extension for annual RiskMaster software support. City staff approved subsequent proprietary three-year MESA extensions in 2018 and 2022 for annual on-going maintenance and support. The 2022 extension agreement is identified as TD No. 001.

TD No. 001 and all subsequent TDs fall under the Standard Framework Agreement approved by the City Manager in 2024, which was entered into in preparation for a system upgrade project of the obsolete RiskMaster system to the Assure Claims Software.

In 2024, the Acting City Manager approved Addendum 10 for the Assure Insights Reporting Module and Addendum 11 for the Data Collection Module and Single Sign On (SSO) Module MS Azure to implement as part of the system upgrade project. The Risk

Management Division and Information Technology Services recently completed the system upgrade project as of August 1, 2025.

TD No. 4 will allow the Risk Management Division to receive proprietary maintenance services, software enhancements, and other services available for the next three years. Additionally, Section 7 includes amended provisions clarifying that Addendums 10 and 11 now reflect the proper names and shall be referred to as TDs No. 2 and No. 3, respectively.

Pursuant to Section 2-181(f)(3), Code of Ordinances of the City of Fort Lauderdale, Florida, the City may purchase proprietary items, as defined in Section 2-173, without competitive solicitation. As defined by the Code, a proprietary item is not readily available from more than one supplier, manufacturer, or person and is unique in nature without competitive solicitation. Additionally, pursuant to Section 2-180(e), the City Manager or any of the listed City Manager designees may execute contracts for purchases described in 2-181(f).

Resource Impact

Funds for this agreement in the amount of \$37,735 are available in the FY 2025 Budget in the accounts listed below. Future expenditures are contingent upon approval and appropriation of the annual budgets.

<i>Funds available as of August 11, 2025</i>					
ACCOUNT NUMBER	COST CENTER NAME (Program)	CHARACTER/ ACCOUNT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
10-543-2120-519-30-3401	Claims Administration	Services/ Materials/ Computer Maintenance	\$390,829	\$83,468	\$37,735
TOTAL AMOUNT ►					\$37,735

Strategic Connections

This item supports the Press Play Fort Lauderdale 2029 Strategic Plan, specifically advancing:

- Guiding Principles, Fiscal Responsibility

This item advances the Fast Forward Fort Lauderdale 2035 Vision Plan: We Are United.

This item supports the Advance Fort Lauderdale 2040 Comprehensive Plan, specifically advancing:

- The Internal Support Focus Area
- Implementation Element
- Goal 1: The Fort Lauderdale Comprehensive Plan shall accomplish the City's Fast Forward Fort Lauderdale 2035 Vision Plan regarding the City's future growth and the six Cylinders of Excellence and shall be the City's primary policy document to

guide all of its activities and development.

Attachments

Exhibit 1 - MESA Agreement No. 003051-2

Exhibit 2 - 12731-837 - Standard Framework Agreement

Exhibit 3 - Work Order 1_Addendums 10 & 11

Exhibit 4 - CoFL_TransDoc.004_Assure Claims MESA 3-Yr_Renewal

Prepared by: Glenn Marcos, Chief Procurement Officer, Finance
Matthew Cobb, Assistant Risk Manager, Human Resources
Laurie Platkin, Senior Procurement Specialist, Finance
Matthew Eaton, Senior Administrative Assistant, Finance

Department Directors: Jerome Post, Human Resources
Angela Marinas, Information Technology Services
Linda Short, Finance