



CITY COMMISSION STAFF REPORT

DEPARTMENT: Utilities

DATE: March 24, 2026

SUBJECT: Motion to Approve the piggyback of Omnia Partners and Region 4 ESC – TX Contract No. R210702 for Facilities Management Software & Solutions with Brightly Software, Inc. in the amount of \$50,161.64 for the Fiscal Year 2025-2026 and the approved budgeted amount for each subsequent fiscal year of the contract term, including all renewals for Various Departments.

CITY MANAGER RECOMMENDATION:

The City Manager recommends that the Commission approve the piggyback of Omnia Partners and Region 4 ESC – TX Contract No. R210702 for Facilities Management Software & Solutions with Brightly Software, Inc., in the amount of \$50,161.64 for Fiscal Year 2025-2026 and the approved budgeted amount for each subsequent fiscal year of the contract term, including all renewals for various departments.

BACKGROUND OF ITEM:

The City is facing increasing demands for maintaining and planning vertical and linear infrastructure. It is essential that the City can depend on a unified work and asset management software solution to provide easy access to data and key performance indicators, enabling better-informed decisions and a transition from reactive to proactive planning. To ensure a smooth software transition from iWorq to Brightly Software, a phased approach is recommended to establish a standard of operational and asset management efficiency. The first phase of the project will focus on asset classes such as facilities, parks, and streets, and will include the following scope of work (but not limited to):

- Enterprise project management and implementation
- Approximate six-month implementation timeline
- Unlimited users
- Import of foundational information such as locations, assets, users, and PM schedules
- Configure workflow and data fields to match City processes and reporting needs.
- Connection to Single Sign-On and GIS
- Aligning asset classes with the finance system for future integration.

- Two weeks of on-site engagement during the Build and Deploy phases of the implementation.

More detailed information about the scope of work can be found within the Brightly Software proposal. Once the facilities, parks, and street departments are operational, the second phase of the project will focus on the remaining asset classes of utilities and fleet. The details of the second phase will be presented to the Commission in the 2026-2027 fiscal year.

ANALYSIS:

Implementing Brightly Software will boost operational efficiency, deliver analytics and key performance indicators to enhance staff reliability and city asset performance, support regulatory compliance, improve financial planning and forecasting, and enable us to better serve our residents and businesses.

PROCUREMENT:

The Board of Directors of the Region 4 Education Service Center (ESC) issued Request for Proposal 21-07 on July 21, 2021, to establish a national cooperative contract for technology solutions, products, and services. On September 7, 2021, Region 4 ESC received proposals from two offerors: Accruent, LLC, and Dude Solutions, Inc. The proposals were evaluated by an evaluation committee. Using the evaluation criteria established in the RFP, the committee determined that both companies demonstrated the ability to provide the products and services outlined in the solicitation while offering competitive pricing to the members. Region 4 ESC awarded a three (3) year contract with an effective date of April 1, 2022, to both Accruent, LLC, and Dude Solutions, Inc. The initial term of each agreement was from April 1, 2022, through March 31, 2025, with an option to renew for two (2) additional one-year periods.

On March 8, 2022, Region 4 ESC issued a notice of material change to the vendor contract form because of a Certificate of Amendment for “Dude Solutions, Inc.” that changed its name to Brightly Software, Inc. on the same date.

On October 29, 2024, Region 4 ESC renewed its contract with Brightly Software, Inc., extending the expiration date to March 31, 2026. Region 4 ESC exercised the second renewal option on October 28, 2025, extending the contract to March 31, 2027.

Region 4 ESC collaborated with OMNIA Partners to make Contract No. RFP 21-07 available to public agencies nationwide, including state and local governments, public and private primary, secondary, and higher education institutions, non-profit organizations, and agencies serving the public, through OMNIA Partners’ cooperative purchasing program.

This purchase will be made in accordance with Sec. 2-258(f) of the City’s Procurement Code.

FISCAL IMPACT:

There is \$75,000 in the FY26 Budget for this project under line item 564320, which is a departmental capital line item for Equipment & Machinery – Software Programs. However, this request will not be eligible for Software Capitalization. It will require a budget transfer from this line item to an operating expense line item, as outlined in the chart below. In this case, to Line item 534410 Maintenance – Contracts, where we allocate our software expenses.

<u>General Ledger Acct. Number</u>	<u>Budgeted Amount</u>	<u>Requested Amount</u>	<u>Remaining Amount</u>
001-170-564320-519 Equipment & Machinery Software	\$75,000	-\$50,161	\$24,839
001-170-534410-519 Maintenance – Contracts	\$281,222	\$50,161	\$331,383

ATTACHMENTS:

1. RFP 21-07 – Piggyback Agreement – Brightly Software, Inc.
2. RFP 21-07 – Vendor Compliance – Brightly Software, Inc.
3. RFP 21-07 – Vendor Contract Update – Brightly Software, Inc.
4. RFP 21-07 – Contract Renewal No. 2 – Brightly Software, Inc.
5. RFP 21-07 – Contract Renewal No. 1 – Brightly Software, Inc.
6. RFP 21-07 – Notice of Material Change – Brightly Software, Inc.
7. RFP 21-07 – Contract – Brightly Software, Inc.
8. RFP 21-07 – Evaluation Documents
9. RFP 21-07 – Submittal – Dude Solutions, Inc. (Brightly Software, Inc.)
10. RFP 21-07 – Solicitation