



STAFF REPORT
City of Dripping Springs
PO Box 384
511 Mercer Street
Dripping Springs, TX 78620

Submitted By: Craig Rice, Maintenance Director

Council Meeting Date: August 16th, 2022

Agenda Item Wording: **Discuss and consider approval of an agreement with Brightly Software Inc. for public works software.**

Agenda Item Requestor: Craig Rice, Maintenance Director

Summary/Background: City staff began researching work order management software early in Fiscal year 2022 when the wastewater services were brought in house and the current work order system did not meet their needs for maintenance and operations. The Maintenance Department has been making do with the current provider but would benefit as much if a software program better fit both Public Works and Maintenance Department needs.

All of the features of the software will serve to meet one of our strategic planning initiatives – Create Operational Efficiency. Having the ability to generate a work order while in the field will greatly increase the quality and accuracy of work orders. The completed work orders will then be tracked and staff will have the ability to generate reports and analyze more accurately where time is being spent, which will help us in the budgeting process as well as with staffing and equipment.

The initial startup and first-year support will cost \$19,273.48. That includes a Sourcewell discount as these services are included in the Sourcewell competitively negotiated contract. Going forward the City will continue to get a Sourcewell discount on the annual subscription fees. The proposal is a five-year contract with around 3% increases each year over the five years with year 2 services invoiced at \$10,312.54.

Commission
Recommendations: N/A

Recommended
Council Actions: Approval of the agreement and purchase for FY23 of the Work Order management software from Brightly Software Inc.

Attachments:

Brightly Contract Cover Page.pdf

City of Dripping Springs. Asset Essentials Proposal.pdf

Brightly Subscription Agreement-revMar2022.pdf

Brightly Software Addendum_City of Dripping Springs_goc.docx

Conflict of Interest.pdf

Next Steps/Schedule:

Attain required signatures and agreement.