

Mayor and Council Communication

DATE: 09/30/25

M&C FILE NUMBER: M&C 25-0913

LOG NAME: 04NEW COOP FOR EUNA BIDDING PLATFORM – SOURCEWELL 060624-GT

SUBJECT

(ALL) Authorize Execution of an Agreement with Euna Solutions, Inc., Utilizing a Cooperative Contract for a Turnkey Electronic Bidding System in the Amount of \$135,000.00 for the First Year with Four One-Year Renewal Options with a 3-5% Increase Per Year for the Information Technology Solutions Department

RECOMMENDATION:

It is recommended that the City Council authorize execution of a cooperative purchase agreement with Euna Solutions, Inc. for a turnkey electronic bidding system utilizing Sourcewell Cooperative Contract in the amount of \$135,000.00 for the initial term with four (4) one-year renewal options with a 3-5% increase per year for the Information Technology Solutions Department.

DISCUSSION:

On September 26, 2023, Mayor and Council Communication (M&C) 23-0790 was approved for the execution of City Secretary Contract No. 60198 with Questica, Inc. for the purchase of a turnkey electronic bidding system through Texas Department of Information Resources (DIR) Cooperative Contract No. DIR-TSO-4363. Bonfire Procurement is a platform used by the Finance Department – Purchasing Division to electronically host most informal and formal bids as requested by City departments. Bonfire Procurement is free for bidders and includes many tools to grow vendor engagement and subcontractor participation in City projects. Bonfire Procurement also includes multiple modules, including eSourcing and contract management which enable the City to more efficiently, effectively, and accurately navigate the procurement process.

The cooperative agreement between DIR and GTY Software, Inc. dba Questica, Inc. expired on June 11, 2025 without replacement. In order to continue to support the use of the Bonfire Procurement, now sold as Euna Procurement, to host City bids a new agreement must be executed as a replacement.

This Mayor and Council Communication (M&C) is to request authorization for the execution of a cooperative purchase agreement with Euna Solutions, Inc., utilizing Sourcewell Cooperative Contract No. 060624-GTH, to support the continued use of Euna Procurement. This agreement will renew our existing subscription to the Euna Procurement platform and allow electronic bidding activities to continue uninterrupted. Euna Procurement also includes the ability to function as a reporting tool which would enable City staff to accurately track and pull reports on contracts, to avoid contract lapses for needed goods and services. Bonfire can also be used as a forecasting tool to help departments in the budget planning process. The previous M&C 23-0790 approved CSC 60198 with DIR-TSO-4363. The DIR was not renewed, causing us to go back to M&C to have a new contract approved.

COOPERATIVE PURCHASE: State law provides that a local government purchasing an item under a cooperative purchase agreement satisfies State laws requiring that the local government seek competitive bids for purchase of the item. Cooperative contracts have been competitively bid to increase and simplify the purchasing power of local government entities across the State of Texas.

SUCCESSOR CONTRACTS: The City will initially use the Sourcewell contract to make purchases authorized by this M&C. This Sourcewell cooperative agreement is currently set to expire on October 25, 2028. In the event a Sourcewell cooperative agreement is not renewed, staff would cease purchasing at the end of the last purchase agreement coinciding with a valid cooperative contract.

If the Sourcewell contract is not renewed but is extended, this M&C authorizes the City to purchase similar products under the extended contract. In the event the Sourcewell cooperative agreement is not extended, but Sourcewell executes a new cooperative agreement(s) with substantially similar terms, this M&C authorizes the City to purchase the products under the new Sourcewell contract(s).

ADMINISTRATIVE CHANGE ORDER: An administrative change order or increase may be made by the City Manager up to the amount allowed by relevant law and the Fort Worth City Code and does not require specific City Council approval as long as sufficient funds have been appropriated.

AGREEMENT TERM: Upon City Council's approval and execution of the cooperative purchase agreement, the initial term of the agreement will begin upon signature by the Assistant City Manager and expire October 25, 2026 in alignment with the underlying cooperative agreement.

RENEWAL OPTIONS: The agreements may be renewed for four (4) one-year renewal terms in accordance with the underlying cooperative agreement or a successor contract, at the City's option. This action does not require specific City Council approval provided that the City Council has appropriated sufficient funds to satisfy the City's obligations during the renewal period.

Funding is and will be budgeted in the Other Contractual Services account within the Info Technology Systems Fund for the Information Technology Solutions department for Fiscal Year 2026.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that upon approval of the above recommendation, and upon adoption of the Fiscal Year 2026 Budget by the City Council, funds will be available in the Fiscal Year 2026 Operating Budget, as appropriated, in the Info Technology Systems Fund. Prior to an expenditure being incurred, the Information Technology Solutions Department has the responsibility to validate the availability of funds.

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