

Mayor and Council Communication

DATE: 09/26/23

M&C FILE NUMBER: M&C 23-0790

LOG NAME: 04QUESTICA INC DBA BONFIRE INTERACTIVE EPROCUREMENT SOFTWARE

SUBJECT

(ALL) Authorize Execution of an Agreement with Questica, Inc. d/b/a Bonfire Interactive, a EUNA Solutions Brand, Using Cooperative Contracts for a Turnkey Electronic Bidding System in an Amount of \$250,000.00 for the First and Second Year Combined, and Authorize Four Annual Renewal Options for a Total Contract Amount Not to Exceed \$788,642

RECOMMENDATION:

It is recommended that the City Council authorize the execution of an agreement with Questica, Inc. d/b/a Bonfire Interactive for a turnkey electronic bidding system using State of Texas Department of Information Resources Cooperative Contract DIR-TSO-4363 in an amount of \$250,000 for the first and second year combined, and authorize four annual renewal options for a total contract amount not to exceed \$788,642

DISCUSSION:

The City's Purchasing Division is responsible for the development and facilitation of all non-public works procurements for the City of Fort Worth. Currently, the City is still using a largely manual and paper-based system that requires vendors to submit both paper responses and a copy saved to a Universal Serial Bus (USB) drive. The current process is inefficient, time-intensive, and costly to bidders. In reviewing available technology and processes adopted by other large cities, it became clear that electronic bidding offers increased efficiency and efficacy for the City during the procurement and life-cycle of the agreement, synergy and cost savings for vendors, and increased ability to promote Minority/Women Business Enterprise (M/WBE), Historically Underutilized Business (HUB), and Disadvantaged Business Enterprise (DBE) firms. Currently, twenty-one entities in the Dallas-Fort Worth area use the Bonfire Platform, including the City of Dallas, Burleson, Lewisville, Corinth, The Colony, Fort Worth Housing Solutions, Tarrant County Community College, Dallas Fort Worth Airport, and Denton County.

With this Mayor & Council Communication (M&C), staff requests that the City Council authorize an agreement with Questica, Inc. d/b/a Bonfire Interactive (Bonfire) for the implementation of the Bonfire electronic bidding solution platform (Bonfire Platform). The Bonfire Platform includes multiple modules, including eSourcing and contract management which will enable the City to more efficiently, effectively, and accurately navigate the procurement process. Use of the Bonfire Platform is free for bidders and includes many tools that the City does not currently provide. Many of these tools, such as the ability to submit interest to act as a subcontractor on a bid or project, will not only help grow vendor engagement with the City but also grow M/WBE, HUB, and DBE firm participation in City projects. The Bonfire Platform will enable City Staff to accurately track and pull reports on contracts, which will ultimately better prepare the City to avoid contract lapses for needed goods and services. The Bonfire Platform can also be utilized as a forecasting tool to help departments in the budget planning process.

Funding is budgeted in the ITS Capital Fund for the purpose of funding the FY23 Bonfire Bidding Software for the first two years, as appropriated and the remaining four years will be budgeted in the Other Contractual Services account of the Information Technology Solutions Department's Info Technology Systems Fund.

COOPERATIVE PURCHASE - State law provides that a local government purchasing an item under a cooperative purchasing 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. The City will initially use DIR-TSO-4363 to contract with Bonfire.

SUCCESSOR CONTRACTS - The City will initially use the Department of Information Resources (DIR) contract to make purchases authorized by this M&C. The Cooperative Contract is set to expire on June 11, 2025. If DIR-TSO-4363 is extended, this M&C authorizes the City to purchase the services under the extended contract. If DIR-TSO-4363 is not extended but DIR executes a new cooperative contract with Bonfire with substantially similar terms, this M&C authorizes the City to purchase the equipment and supplies under the new DIR contract. If this occurs, in no event will the City continue to purchase goods and services under the new agreement for more than six (6) years without seeking Council approval. In the event the DIR agreement is not extended or a successor contract is not identified, staff would cease purchasing at the end of the then-current term coinciding with a valid DIR agreement.

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.

BUSINESS EQUITY - A goal is not assigned when purchasing from an approved purchasing cooperative or public entity.

AGREEMENT TERM - Upon City Council's approval, this agreement will remain in effect in accordance with Cooperative Contract DIR-TSO-4363 or applicable successive DIR contracts for the same services.

RENEWAL OPTIONS - This agreement may be renewed for up to four one-year renewal terms at the City's option. Each renewal term shall be subject to a potential 3% price increase from the previous term. For avoidance of doubt, the maximum amount of the first renewal term is \$128,750.00. 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 term.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that funds are available in the current capital budget, as previously appropriated, in the ITS Capital Fund for the FY23 Bonfire Bidding Software project to support the approval of the above recommendation and execution of the agreement. Prior to any expenditure being incurred, the Information Technology Solutions Department has the responsibility to validate the availability of funds.

Submitted for City Manager's Office by: Valerie Washington 6192

Originating Business Unit Head: Kevin Gunn 2015

Additional Information Contact: Mark DeBoer 8598

Expedited