

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Motion Authorizing the City Manager to Execute a Contract Amendment with Woolpert to the Amount of \$330,675 to Implement Phase II of the Asset Management System Project
DEPARTMENT:	Administrative Services Department
PRESENTED BY:	Katherine Moriarty, IT Manager
ACTION:	<input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Public Hearing

PROBLEM/ISSUE STATEMENT:

The City completed the implementation of the Computer Asset Management System (CMMS) for the City's Surface Water Utility in August 2013. The CMMS has already had a positive impact on the efficiency of inspections in the field, as well as capturing the costs associated with the maintenance of the surface water assets. This work was part of Phase I of the City's Asset Management project. The rest of work items identified in Phase I was completed in March 2014.

Staff is recommending the continued implementation of the CMMS for roads, street signals and signs, facilities, and fleet. Staff was pleased with the services of Woolpert, Inc. as the implementation consultant who assisted the City with the surface water implementation and recommends amending their contract for Phase II. The cost of this next phase of implementation from Woolpert, Inc. is \$206,899.

RESOURCE/FINANCIAL IMPACT:

The cost for the Woolpert Phase II work is \$206,899. The Phase I contract (which includes \$22,824 of unspent funds) was \$146,600. If approved, this will result in a total contract amount of \$330,675. This funding is already in the 2014 budget and no further appropriation is necessary. \$218,000 from the original CMMS project was carried forward from 2013, of which \$178,800 is available for Phase II. The remainder of Phase II will be funded by Public Works (\$28,099).

The total budget for this project is estimated to be \$661,675, which includes \$101,000 in licensing costs to Azteca, \$410,675 to Woolpert (\$330,675 for Phases I and II and an additional estimated amount of \$80,000 to implement Parks Department assets in 2015 if Woolpert is used for that implementation), and \$150,000 for third party software, including condition assessment tools for City facilities and assets, and the necessary interfaces of that software to Cityworks.

RECOMMENDATION

Staff recommends that the Council move to authorize the City Manager to execute a contract modification of Contract No. 2078 to the amount of \$330,675 and a term extension to June 30, 2015 for Woolpert, Inc. for implementation services of Phase II of the CMMS project.

Approved By: City Manager ***DT*** City Attorney ***IS***

INTRODUCTION

The City has made a commitment to appropriately and proactively manage its assets. Implementing a system that monitors, tracks costs, assesses risk, and proactively manages mission critical assets is important as the City prepares to assume wastewater and water utilities. The current implementation of the CMMS in surface water has already reduced the time required for certain inspections by 25%. Similar efficiencies are anticipated in other areas of the Public Works Department and Central Services Division.

Staff is recommending the continued implementation of the CMMS for roads, street signals and signs, facilities, and fleet. The cost of implementation services from Woolpert, Inc. (the consultant utilized for the implementation of surface water) is \$206,899.

BACKGROUND

The City issued a request for proposal (RFP) for CMMS software in December 2012 to replace our existing planning software installed in 2000, a product of Hansen Information Technologies, now Infor Public Sector. The City received ten (10) proposals with initial pricing ranging from \$197,100 to \$831,376 for acquisition and implementation. After reviewing the proposals, it was determined that there were four firms that most closely met the requirements of the RFP. In January 2013 the City invited four vendors for demonstrations and interviews. Following the on-site demonstrations staff conducted visits to other agencies, did reference checks, and conducted on-site demonstrations with other agencies using the various software. Based on the outcome of this process, staff recommended that the City acquire CMMS software from Azteca Cityworks and utilize Woolpert as the contracted implementation partner. The City Council authorized the City Manager to enter into a contract with Azteca Cityworks and Woolpert, for Phase I, in March 2013.

Woolpert agreed to a two phased approach for implementation. Phase I included the surface water utility implementation (system design and configuration), installation and implementation of Woolpert's e311 tool, development of required reports including those reports required to comply with the City's NPDES permit, and an on-site assessment for roads, street signals and signs, parks, and facilities assets. The deliverable from the on-site assessment included a project plan for the roads, street signals and signs, parks, and facilities assets. This report would be used to help direct Phase II of the City's asset management implementation.

Cityworks was fully implemented for the City's Surface Water Utility in August 2013, and Woolpert conducted a citywide assessment in February 2014 to guide the planning for the implementation for all City assets. The City has implemented a governance process to prioritize and oversee the citywide implementation of the CMMS. The governance bodies have recommended to the City Manager that the next phase of the project should implement the remainder of Public Works and Central Services (Fleet and Facilities).

DISCUSSION

The City has been satisfied with Woolpert as an implementation partner during the surface water implementation. Given Woolpert's familiarity with the City, and the fact that they were engaged and have completed an assessment of the remainder of the City's departments and divisions, it is most efficient to continue to use their services for Phase II.

Phase I was to include the implementation of Woolpert's e311 tool. The Cityworks governance bodies have elected to remove this from the scope of the project at this time and to use the funding appropriated for this activity for Phase II implementation. The current contract with Woolpert expires on June 30, 2014.

COUNCIL GOAL ADDRESSED

This project supports Council's Goal 2 - Improve Shorelines' utility, transportation, and environmental infrastructure.

RESOURCE/FINANCIAL IMPACT

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RECOMMENDATION

Staff recommends that the Council move to authorize the City Manager to execute a contract modification of contract 2078 to the amount of \$330,675 and a term extension to June 30, 2015 for Woolpert, Inc. for implementation services of Phase II of the CMMS project.