



Agenda Item No. \_\_\_\_\_

File Code No. \_\_\_\_\_

# CITY OF SANTA BARBARA

## COUNCIL AGENDA REPORT

**(DRAFT)**

**ITEM 5-C**

**AGENDA DATE:** November 24, 2015

**TO:** Mayor and Councilmembers

**FROM:** Water Resources Division, Public Works Department

**SUBJECT:** Contract For El Estero Computerized Maintenance Management System Replacement Project

**RECOMMENDATION:** That Council:

- A. Authorize the Public Works Director to execute a City Professional Services Contract with Maintenance Connection, Inc., in the amount of \$166,879.94 for a Computerized Maintenance Management System Replacement for the El Estero Wastewater Treatment Plant; and
- B. Authorize the Public Works Director to approve annual expenditures of \$45,588 for annual support of and replacements to the program for an additional four years, for a not-to-exceed amount of \$45,588.

**DISCUSSION:**

The operations and maintenance sections of the El Estero Wastewater Treatment Plant (Plant) currently use a Computerized Maintenance Management System (CMMS) that was installed nearly 20 years ago. The CMMS has been the tool used for running the Plant's Asset Management Program (AMP). The AMP has enabled the Plant to shift from a reactive maintenance program to a planned maintenance program.

The antiquated system has been used extensively, but it is no longer supported by the software vendor and has reached functional limitations due to technology obsolescence. An upgraded and modern system is needed to support the ongoing improvements to the Plant and modifications to the treatment process, which will require expansion of the asset inventory, additional maintenance procedures, and improved integration with other information systems. In order to sustain the investment in El Estero assets and the development of the overall asset management program, a new CMMS is needed for maintenance and financial management that supports AMP data standards, data collection and reporting programs.

The proposed CMMS has been selected by Plant management and staff because it is user friendly and offers robust capabilities for asset inventory and spare parts management, streamlined procedures for scheduling maintenance and repairs, as well as powerful tools for asset and maintenance expenditures tracking and reporting. It is built on the latest Microsoft web-based technologies, and it is compatible with all of the City's information technology standards for hardware and software.

**PROJECT DESCRIPTION:**

This CMMS replacement will consist of software licensing, installation, implementation services that include training, and customer support that will cover the first five years of operating the new CMMS.

**FUNDING**

The following is the summary of the Project costs:

| <b>Cost Breakdown Type</b>               | <b>Up-front Fees</b>    | <b>Recurring Fees</b> |
|--|-------------------------|-----------------------|
| Licensing                                | \$54,983.00             |                       |
| Annual Customer Support                  | \$11,396.94             | \$45,588*             |
| Implementation and installation services | \$100,500.00            |                       |
| <b>Total</b>                             | <b>\$166,879.94 USD</b> | <b>\$45,588 USD*</b>  |

*\*Recurring fees are billed annually and will be paid out of the Wastewater Treatment Operating Budget.*

In Fiscal Year 2016, \$415,000 was budgeted for CMMS replacement. There are sufficient appropriated funds in the Wastewater Treatment Operating Budget to cover these costs.

**PREPARED BY:** Joshua Haggmark, Water Resources Manager/CJT/mh

**SUBMITTED BY:** Rebecca J. Bjork, Public Works Director

**APPROVED BY:** City Administrator's Office