

# AGENDA STAFF REPORT

**MEETING NAME:** Regular Board Meeting  
**MEETING**  
**DATE(S):** May 13 & 17, 2021  
**FROM:** Matt McCue – Director of Administrative Services



**FOR:** *(mark X after choice)*                      ACTION   X                        DIRECTION                           INFORMATION     

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**AWARD OF CONTRACT FOR PROFESSIONAL SERVICES AND SOFTWARE AS A SERVICE PROVISIONS WITH WATERSMART SOFTWARE, INC. FOR THE INTEGRATION AND MAINTENANCE OF A CUSTOMER PORTAL SOFTWARE**

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## **STAFF RECOMMENDATION**

Authorize the General Manager to award up to a 5-year contract to WaterSmart Software, Inc. for a Customer Portal software in the amount of \$180,570 and authorize the General Manager to do all things necessary to complete the project. The contract will stipulate a 12-month contract with up to four (4) additional one-year terms to be renewed by the District at its discretion.

## **SUMMARY**

Through a competitive Request for Qualifications process WaterSmart was identified as the most qualified company to provide Mission Springs Water District with a customer portal software as a service. The project will install, integrate with existing databases and maintain the software for five years. This customer portal will complete the link between our customers and available AMI Meter data.

## **ANALYSIS**

In September of 2020 four proposals were received in response to our request for qualifications. These proposals were reviewed and scored by District staff and WaterSmart (now called VertexOne) was determined to be the best qualified to provide this service. The contract consists of 5 one-year subscription amounts for a software as a service and also year one implementation costs. Year one of this project will be covered by and included in the AMI project capital budget as this completes the data loop of the AMI project. Years two through five will be paid by the District's operating budget.

## **FISCAL IMPACT AND STRATEGIC PLAN IMPLEMENTATION**

Total contract amount \$180,570 (\$40,500 – Year 1; \$33,475 – Year 2; \$34,455 – Year 3; \$35,575 – Year 4; \$36,565 – Year 5)

## **ATTACHMENTS**

Professional Services Contract and SaaS provisions