

AGENDA STAFF REPORT

MEETING NAME: REGULAR BOARD MEETINGS

MEETING DATE(S): JUNE 13 & 17, 2024

FROM: ARTURO CEJA, DIRECTOR OF FINANCE

FOR: ACTION X DIRECTION _____ INFORMATION _____



AWARD OF CONTRACT AGREEMENT WITH TRIMBLE FOR WORK ORDER AND ASSET MANAGEMENT SOFTWARE SUBSCRIPTION AND SUPPORT SERVICES

STAFF RECOMMENDATION

Authorize the General Manager to execute a three-year contract with Trimble Inc. for work order and asset management software subscription and support services in the amount of \$139,584.00, plus a 10% contingency for a total of \$153,542.40 and authorize the General Manager to do all things necessary to complete the project.

SUMMARY

On February 20, 2024 the board approved the contract agreement for the Complete Deployment of the ARCGIS Enterprise, Utility Network, and CityWorks to Timmons Group. Included in the contract with Timmons was the proposal for the software needed for the Work Order and Asset Management Software that is managed by another company. Trimble is the licensing company that will allow the District to use the CityWorks Work Order and Asset Management Systems. In Trimble's own words "from the office to the field, Trimble CityWorks helps you improve service to your community while increasing safety, efficiency and performance".

ANALYSIS

On October 26, 2023, staff advertised a request for proposals for the complete deployment of the ARCGIS Enterprise, Utility Network, and CityWorks Program. Out of four proposals, Timmons Group was rated as the best company to provide these services. Within the Timmons Group's proposal was Trimble's proposed costs and timeline for the CityWorks project. Staff evaluated the proposals for each project component, including CityWorks and decided that the project scope provided by Trimble and Timmons was the best for the District. This is a separate contract that requires Board approval.

FISCAL IMPACT & STRATEGIC PLAN

IMPLEMENTATION

The amount of this three year contract was included as part of the 2024 and 2025 fiscal year's budget, respectively. This action is consistent with Strategic Plan Smart Goals # 4 – System Reliability and #6 – Technology & Processes.

ATTACHMENTS

Trimble Order Form (CityWorks Contract)
Executed Timmons Group Contract

FINANCIAL DATA		
Cost Associated with this action:	\$153,542.40	
Current FY cost:	\$34,896.00	
Future FY cost:	\$118,646.40	
Is it covered in current year budget:	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Budget adjustment needed:	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
If yes, year needed:	NA	
All previous contracts including dates, amounts and board approvals are attached or have been made available. N/A		
FUNDING SOURCES		
Source of funds:	Operating	
BID/Job#	669	
Current BID/Job balance	\$220,000	
Balance remaining if approved:	\$220,000	