

Meeting Date: 8/20/2013

Report Type: Consent

Report ID: 2013-00626

Title: Supplemental Agreement: Enterprise Application Integration

Location: Citywide

Issue: Pursuant to the Sacramento City Code, City Council approval is required for a supplemental agreement that increases the agreement amount more than \$30,000.

Recommendation: 1) Pass a Resolution authorizing the transfer of funds in the amount of \$135,000 from the Information Technology Program (Z14003600) to the GIS/CMMS Integration Project (W14120100); and 2) pass a Motion authorizing the City Manager or the City Manager's designee to execute Supplemental Agreement No. 1 to City Agreement No. 2011-1513 with Brown and Caldwell, to provide additional services for an amount not-to-exceed \$135,000, bringing the agreement's total not-to-exceed amount to \$435,000.

Contact: Bill Busath, Engineering and Water Resources Manager, (916) 808-1434; Dave Hansen, Supervising Engineering, (916) 808-1421, Department of Utilities

Presenter: None

Department: Department Of Utilities

Division: Engineering & Water Resources

Dept ID: 14001311

Attachments:

1-Description/Analysis

2-Background

3-Resolution

4-Agreement

City Attorney Review

Approved as to Form
Joe Robinson
8/13/2013 5:03:28 PM

City Treasurer Review

Reviewed for Impact on Cash and Debt
Russell Fehr
8/6/2013 3:50:53 PM

Approvals/Acknowledgements

Department Director or Designee: Jamille Moens - 8/12/2013 8:46:55 AM

Description/Analysis

Issue Detail: The Department of Utilities has been working with Brown and Caldwell to develop a data integration solution that will provide a common platform to access data from various data sources and present the information in a format that can easily be used for analysis. The proposed supplemental agreement will provide funding for additional services necessary to assist the Department in completing implementation of the Enterprise Application Integration project.

Policy Considerations: City Council approval is required due to the amount of the proposed supplemental agreement.

Economic Impacts: None.

Environmental Considerations: The action requested in this report does not constitute a "project" and is not subject to the California Environmental Quality Act (CEQA), in accordance with CEQA Guidelines Section 15378(b)(2).

Sustainability: Not applicable.

Commission/Committee Action: Not applicable.

Rationale for Recommendation: Developing reporting tools for the business processes not budgeted in the original scope of the project will provide a more comprehensive solution and satisfy the needs of all stakeholders.

Financial Considerations: The proposed amendment to the existing agreement will provide additional funding of \$135,000. Staff recommends transferring the amounts listed below.

Information Technology Program (Z14003600)

Fund	Amount
6005 (Water Fund)	-\$45,000
6011 (Storm Drainage Fund)	-\$45,000
6320 (Wastewater Revenue Series 2013 Bond Fund)	-\$45,000

Geographic Information Systems/Computerized Maintenance Management System Integration Project (W14120100)

Fund	Amount
6005 (Water Fund)	\$45,000
6011 (Storm Drainage Fund)	\$45,000
6320 (Wastewater Revenue Series 2013 Bond Fund)	\$45,000

Upon completion of transfer, there will be sufficient funds to complete the project.

Emerging Small Business Development (ESBD): Brown and Caldwell is not an emerging small business company.

Background

The Department of Utilities (DOU) utilizes several computerized systems to support its business operations including: work order management, utility billing, closed circuit television (CCTV) pipe inspection, geographic information system (GIS), supervisory control and data acquisition (SCADA), and document management. Frequently, data must be extracted from two or more systems and then compiled for analysis. This process is time consuming, subject to errors, and limits the ability of the Department to efficiently and fully utilize data and perform analysis. Brown and Caldwell was selected through a request for qualifications process to assist the DOU with providing a solution for this issue. In January 2012, the DOU executed a professional services agreement with Brown and Caldwell for \$300,000 (Contract #2011-1513).

This project responds to at least one of the recommendations from the Department of Utilities Operational Efficiency and Cost Savings Audit completed in July 2011 (2011 Audit). Specifically, audit recommendation M, suggested that providing a common platform for accessing a majority of the DOU's business and operational data, updating pipe network information, integrating work orders, finding customer information, or preparing a report could lead to significant cost savings and more efficient use of data.

A needs assessment for the project was completed in December 2012. Ten business processes were selected as potential candidates for implementation. A resource allocation study was conducted for each business process and completed in March 2013. The initial strategy was to prioritize each business process and implement solutions for those that could be completed within the allocated budget. It was later agreed to implement solutions for all ten business processes.

The scope of this supplemental agreement includes development and implementation of reporting tools for the remaining business processes, satisfying the needs of all stakeholders. The budget for these proposed additional services is \$135,000.

This supplemental agreement increases the total professional services agreement to an amount not to exceed \$435,000.

RESOLUTION NO. 2013 –

Adopted by the Sacramento City Council

August 20, 2013

AUTHORIZING THE TRANSFER OF FUNDS FROM THE INFORMATION TECHNOLOGY PROGRAM (Z14003600) TO THE GIS/CMMS INTEGRATION PROJECT (W14120100)

BACKGROUND

- A. The Department of Utilities (DOU) utilizes several computerized systems to support its business operations. Frequently, data must be extracted from two or more systems and then compiled for analysis. This process is time consuming and subject to errors.
- B. City Council authorized a Professional Services Agreement (Agreement 2011-1513) with Brown and Caldwell in January 2012 to develop a data integration solution that will provide a common platform to access data from various data sources.
- C. Staff has identified the need for Brown and Caldwell to perform additional services in order to provide reporting tools for additional business processes identified as part of the project's needs analysis.
- D. The transfer of \$135,000 of funds from the Information Technology Program (Z14003600) to the Geographic Information Systems /Computerized Maintenance Management System (GIS/CMMS) Integration Project (W14120100) will fund these additional services.

BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL RESOLVES AS FOLLOWS:

- Section 1. The City Manager or the City Manager's designee is authorized to transfer funds from the Information Technology Program (Z14003600) to the GIS/CMMS Integration Project (W14120100) as listed in the following charts.

Information Technology Program (Z14003600)

Fund	Amount
6005 (Water Fund)	-\$45,000

6011 (Storm Drainage Fund)	-\$45,000
6320 (Wastewater Revenue Series 2013 Bond Fund)	-\$45,000

GIS/CMMS Integration Project (W14120100)

Fund	Amount
6005 (Water Fund)	\$45,000
6011 (Storm Drainage Fund)	\$45,000
6320 (Wastewater Revenue Series 2013 Bond Fund)	\$45,000

SUPPLEMENTAL AGREEMENT

Project Title and Job Number: Enterprise Application Integration (W14120100)

Date: 7/22/13

Purchase Order #: 0000016419

Supplemental Agreement No.: 1

The City of Sacramento ("City") and Brown and Caldwell ("Contractor"), as parties to that certain Professional Services Agreement designated as Agreement Number 2011-1513, including any and all prior supplemental agreements modifying the agreement (the agreement and supplemental agreements are hereafter collectively referred to as the "Agreement"), hereby supplement and modify the Agreement as follows:

1. The scope of Services specified in Exhibit A of the Agreement is amended as follows:

Contractor shall provide and perform the additional work and services specified in "Attachment 2 to Exhibit A", attached hereto and incorporated herein by this reference

2. In consideration of the additional and/or revised services described in section 1, above, the maximum not-to-exceed amount that is specified in Exhibit B of the Agreement for payment of Contractor's fees and expenses, is Increased / Decreased by \$135,000, and the Agreement's maximum not-to-exceed amount is amended as follows:

Agreement's original not-to-exceed amount:	<u>\$300,000</u>
Net change by previous supplemental agreements:	<u>\$0</u>
Not-to-exceed amount prior to this supplemental agreement:	<u>\$300,000</u>
Increase/Decrease by this supplemental agreement:	<u>\$135,000</u>
New not-to exceed amount including all supplemental agreements:	<u>\$435,000</u>

3. Contractor agrees that the amount of increase or decrease in the not-to-exceed amount specified in section 2, above, shall constitute full compensation for the additional and/or revised services specified in section 1, above, and shall fully compensate Contractor for any and all direct and indirect costs that may be incurred by Contractor in connection with such additional and/or revised services, including costs associated with any changes and/or delays in work schedules or in the performance of other services or work by Contractor.

4. Contractor warrants and represents that the person or persons executing this supplemental agreement on behalf of Contractor has or have been duly authorized by Contractor to sign this supplemental agreement and bind Contractor to the terms hereof.

5. Except as specifically revised herein, all terms and conditions of the Agreement shall remain in full force and effect, and Contractor shall perform all of the services, duties, obligations, and conditions required under the Agreement, as supplemented and modified by this supplemental agreement.

Approval Recommended By:

Approved As To Form By:

Project Manager

City Attorney

Approved By:

Contractor

Attested To By:

Approved By:

City of Sacramento

City Clerk

SUPPLEMENTAL AGREEMENT

ATTACHMENT 2 TO EXHIBIT A

SCOPE OF SERVICES

Task 1 - Configure potable water condition assessment maps and reports (leak frequency)

Task 2 - Configure the pump station maintenance summary map

Task 3 - Configure water meter CIP project tracking maps and reports

Task 4 - Configure the water production dashboard

Task 5 - Configure sewer inspection and repair map (tracking inspection follow-up activities)

Task 6 - Plan and facilitate the development of the GIS and maintenance data needed to produce a Levee condition and maintenance map

Task 7 – Establish/enhance the work and QA/QC processes necessary to maintain and improve critical asset data within each of the primary IT systems (GIS, CMMS, SCADA, CCTV)

Task 8 - Plan and facilitate development of asset management data needed by Business Services