



# REPORT TO COUNCIL

## City of Sacramento

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915 I Street, Sacramento, CA 95814-2671  
www.CityofSacramento.org

CONSENT  
**December 6, 2005**

Honorable Mayor and  
Members of the City Council

**Subject:** Agreement With Brown And Caldwell To Implement Maintenance Connection's Computerized Maintenance Management System (Cmms) Application Software For The Department Of Utilities' Plant Services Division

**Location/Council District:** Citywide

**Recommendation:**

Staff recommends that the City Council approve the attached resolution authorizing the City Manager and City Clerk to sign and execute a Consultant Services Agreement with Brown & Caldwell for an amount not to exceed \$215,363.

**Contact:** Dave Brent, Engineering Manager, (916) 808-1420, Dave Hansen, Supervising Engineer, (916) 808-1421

**Presenters:** Not Applicable

**Department:** Department of Utilities

**Division:** Engineering Services

**Organization No:** 3335

**Summary:**

Through an RFP process, Brown and Caldwell has been selected to implement Maintenance Connection's Computerized Maintenance Management System (CMMS) Application Software for the Department of Utilities' Plant Services Division. A Consultant Services Agreement has been prepared with Brown and Caldwell for an amount not to exceed \$215,363 to perform Phase One of this work. Authorization for the City Manager and City Clerk to execute the agreement is recommended.

**Committee/Commission Action:**

None.



**Background Information:**

The Department of Utilities (DOU) has recently prepared and completed an Integrated Technology Masterplan. This plan identified applications necessary to support business processes and programs within the department including its Asset Management Program and maintenance activities. The application software supports best management practice requirements developed by management, operations, and maintenance staff that will enhance and improve facility maintenance activities. As a result, staff along with a consultant has evaluated various computerized maintenance management system (CMMS) software applications to better manage assets at Utilities' water plants, wells, wastewater and storm drainage pumping facilities. With a pilot test successfully implemented on the well facilities, Maintenance Connection was selected for its asset tracking/history, work order tracking, preventive maintenance, procedures, purchasing, inventory control, labor, and scheduling capabilities.

On September 21, 2005, staff released a Request for Proposal (RFP) for the implementation of Maintenance Connection's CMMS application software. Twenty-seven (27) companies downloaded the RFP from the City's website, and two (2) companies (Brown and Caldwell and Westin Engineering, Inc.) submitted proposals. A team of city staff from Utilities and IT Departments evaluated the proposals and concluded that the proposal from Brown and Caldwell best met the City's needs in providing and implementing Maintenance Connection's CMMS software for Utilities' Plant Services Division.

A Consultant Services Agreement has been prepared with Brown and Caldwell for an amount not to exceed \$215,363 to perform Phase One of this work. Following the completion of phase one, the second and final phase will be implemented upon returning to City Council for approval at a later date.

**Financial Considerations:**

The total estimated project cost is \$215,363. To date, the unobligated balance available for this project (PN: ZK71, Funds 413, 414, and 425) is \$500,000 that is sufficient for the award of this first phase agreement. Phase Two will be brought back to Council at a later date.

**Environmental Considerations:**

This consultant services agreement, which is to provide services for the implementation of Maintenance Connection's CMMS Application Software is exempt from the requirements of the California Environmental Quality Act (CEQA), pursuant to Section 15306 of the CEQA Guidelines.

**Policy Considerations:**

This report's recommendation is consistent with the City's Strategic Plan Goals of improving and expanding public safety.

**Emerging Small Business Development (ESBD):**

Brown and Caldwell is not a certified ESBD firm. However, Brown and Caldwell has identified using sub-consulting services from an ESBD firm, Wendy Alexander, for \$13,280.

Respectfully Submitted by:   
David L. Brent  
Engineering Manager

Approved by:   
Gary A. Reents  
Director of Utilities

Recommendation Approved:

  
ROBERT P. THOMAS  
City Manager

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## **RESOLUTION NO.**

Adopted by the Sacramento City Council

### **APPROVING AN AGREEMENT WITH BROWN AND CALDWELL FOR IMPLEMENTATION OF MAINTENANCE CONNECTION'S COMPUTERIZED MAINTENANCE MANAGEMENT SYSTEM (CMMS) APPLICATION SOFTWARE FOR THE DEPARTMENT OF UTILITIES' PLANT SERVICES DIVISION**

#### **BACKGROUND**

- A. The services include implementing a CMMS that will enable DOU Plant Services to build a central database capturing all the necessary data to support sound asset management. The application software supports best management practice requirements developed by management, operations, and maintenance staff that will enhance and improve facility maintenance activities.
- B. On September 21, 2005, staff released a Request for Proposal (RFP) for the implementation of Maintenance Connection's CMMS application software. A team of city staff from Utilities and IT Departments evaluated the proposals and concluded that the proposal from Brown and Caldwell best met the City's needs in providing and implementing Maintenance Connection's CMMS software for Utilities' Plant Services Division.
- C. A Consultant Services Agreement has been prepared with Brown and Caldwell for an amount not to exceed \$215,363 to perform Phase One of this work. Following the completion of phase one, the second and final phase will be implemented upon returning to City Council for approval at a later date.

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

- Section 1. The City Manager is authorized to sign and execute a Consultant Services Agreement with Brown and Caldwell for implementation of phase one of Maintenance Connection's CMMS Application Software for an amount not to exceed \$215,363.