

Agenda Report

May 17, 2010

TO: Honorable Mayor and City Council
FROM: Department of Public Works
SUBJECT: AUTHORIZE THE ISSUANCE OF A PURCHASE ORDER WITH GBA MASTER SERIES, INC. FOR THE PURCHASE OF AN ASSET MAINTENANCE MANAGEMENT SYSTEM IN AN AMOUNT NOT TO EXCEED \$155,540

RECOMMENDATION:

It is recommended that the City Council:

1. Find that this action is exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15061 (b) (3), the General Rule that CEQA only applies to projects that may have an affect on the environment; and
2. Authorize the issuance of a purchase order to GBA Master Series, Inc. (gbaMS) for an Asset Maintenance Management System in an amount not to exceed \$155,540, without competitive bidding, pursuant to Section 1002(F) of the City Charter (Professional or Unique Services)."

BACKGROUND:

In December 2008, the Street Maintenance Integrated Waste Management Division (SMIWM) of the Public Works Department issued a Request for Proposal (RFP) to provide an asset maintenance management system (AMMS).

The AMMS will be used to track service requests, work orders, customer contacts and will include a module that can be used to manage assets and infrastructure. The system will improve the Street Maintenance and Integrated Waste Management Division's ability to track statistics for infrastructure repairs and requests for service such as pot holes, sidewalk elevations, street sweeping requests, traffic and signal knockdowns, burned out traffic signal and street light bulbs, damaged signs, sewer-related issues, etc. Additionally, this system will be utilized by the Parks and Natural Resources Division to track tree inventories, maintenance schedules, and citizen requests associated with City parks. The Building Systems and Fleet Management Division will be able to utilize the system to track building maintenance issues and service requests. In addition, the AMMS has the ability to track expense data (e.g. labor, materials,

equipment, and contractors) per project within a geographical area, within a building or within a division.

Further, this system will have the ability to interface with the City's Geographic Information System, which will enable the Department to track service requests on a map to easily identify areas of the City that need additional services. Interfacing with GIS will also allow for sharing of data collected by the AMMS. A final benefit is that the AMMS will also integrate with the Citizen Service Center, Lagan, Inc. This integration ability will eliminate duplicate data entry of the same service request because a request entered by City staff will link to AMMS and will automatically create a work order or service request. The citizens of Pasadena will have the ability to create and track service requests using a web portal that also links the Citizen Service Center and AMMS systems.

Currently the Public Works Department utilizes four different databases to create and track work orders for street maintenance, street lights and traffic signals, tree management and inventory, and also for building systems work orders. All of these databases do not have the capability to cross reference locations and associate work orders with assets and infrastructure, nor do they interface with the City's GIS system.

Nine companies submitted proposals. The top five were invited to conduct demonstrations and were further evaluated. The matrix below depicts the scoring of the top five proposals as rated by City staff in accordance to grading criteria specified in the RFP.

Company	Score
GBA Master Series, Inc., Overland Park, KS	91
Cartegraph, Dubuque, IA	72
MaintStar, Inc., Irvine, Ca	72
Accela, Inc., San Ramon, Ca	67
CitiTech Systems, Inc., Rapid City, SD	50

Based on the ranking above, GBA Master Series, Inc. (gbaMS) was chosen as the vendor for the AMMS. GBA Master Series, Inc.'s original proposal was \$195,217. Through negotiations, staff was able to reduce the amount of the original proposal and gbaMS offered an additional discount of 5%, to bring the total purchase price to \$141,400, with \$96,425 allocated to the software and licensing and \$44,975 allocated for implementation services. The amount requested for the purchase order is \$155,540, to allow for a 10% contingency. Additionally, a stringent payment schedule was detailed in the RFP, reserving the last 10% of payment until the AMMS is fully functional for 120 days.

COUNCIL POLICY CONSIDERATION:

The purchase of this AMMS supports the City Council's goal to "Improve, maintain and enhance public facilities and infrastructure", and will provide support data for the Land

Use Element of the General Plan, the Public Facilities Element of the General Plan, and the Master Street Tree Plan.

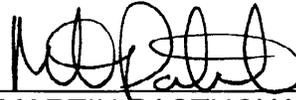
ENVIRONMENTAL ANALYSIS:

The City's purchase order with GBA Master Series, Inc. is not subject to the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15061 (b)(3) as the activity in question does not have the potential for causing a significant effect on the environment.

FISCAL IMPACT:

Sufficient funds are available for this purchase in the form of General Fund, Gas Tax, Sewer Fund, Refuse Fund, and Building Maintenance Fund in the Public Works Department FY 2010 Operating Budget (budget accounts 101-764410 -17%, 101-764420 - 18%, 101-765000 – 7%, 205-764320 – 18%, 210-764310 – 18%, 406-764340 – 18%, and 502-766100 – 4%). Subsequent funding of \$21,000 for the annual maintenance and license will be included in the fiscal year 2012 Recommended Operating Budget.

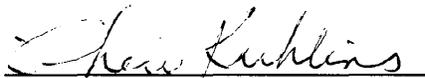
Respectfully submitted,



MARTIN PASTUCHA

Director
Public Works

Prepared by:



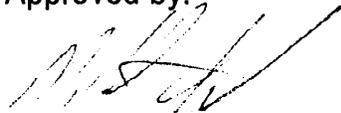
Cheri Kuhlins
Program Coordinator
Public Works SMIWM Division

Concurred by:



Dianah Neff
Interim Chief Information Officer
Department of Information Technology

Approved by:



MICHAEL J. BECK
City Manager

**Disclosure Pursuant to the
City of Pasadena Taxpayer Protection Amendment
Pasadena City Charter, Article XVII**

Contractor/Organization hereby discloses its trustees, directors, partners, officers, and those with more than 10% equity, participation, or revenue interest in Contractor/Organization, as follows:

(If printing, please print legibly. Use additional sheets as necessary.)

1. Contractor/Organization Name G'BA Master Series, Inc

2. Type of Entity:
 non-government nonprofit 501(c)(3), (4), or (6)

3. Name(s) of trustees, directors, partners, officers of Contractor/Organization:

Donald E. Pinkston, P.E. - Chief Executive Officer; Chairman - Board of Directors
James C. Graham, P.E. - Chief Operating Officer; Corporate Secretary
Karen Backus, MBA - Chief Financial Officer
Directors: Wilber Copenhagen
George Saller
Michael Smith
Richard Monroe

4. Names of those with more than a 10% equity, participation or revenue interest in Contractor/Organization:

Wilber Copenhagen
George Saller
Donald Pinkston

Prepared by: James C. Graham

Title: Vice President

Phone: (800) 492-2468

Date: 12/18/2008

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