

**DATA SHEET**  
**Agenda Item No. 21.**

**Meeting Date: April 6, 2017**

**Agenda Item:**

Authorize the purchase of Computerized Maintenance Management Software (CMMS); including the services to merge existing data.

<b>Placement:</b> <input type="checkbox"/> Consent <input checked="" type="checkbox"/> Individual Consideration <input type="checkbox"/> Executive Session
<b>Vote:</b> <input type="checkbox"/> Non-Weighted <input checked="" type="checkbox"/> Weighted Capital
<b>Recommending Department:</b> Engineering, Operations and Maintenance

**Background:**

As the District's facilities continue to multiply, it is increasingly important to maintain accurate record keeping and timely communication in order for staff make informed decisions that increase operational and maintenance efficiency. With the assistance of consultants, staff has made great strides in bringing our data management and GIS capabilities up to date. Upgrading the District's obsolete Computerized Maintenance Management Software (CMMS) is the next critical step in this ongoing process. Staff has reviewed the District's needs and evaluated the available CMMS software options.

After review of available options in the market, four CMMS programs with similar costs were selected for further evaluation. Each of these four vendors was invited to present their product to District staff. All four were evaluated based on key criteria developed by Staff. Cartegraph ranked the highest, based on the common criteria - - and the price was competitive. It stood out in all areas, but was exceptional in overall functionality and had a simple user interface. Staff recommends purchasing the Cartegraph software package, which includes the services to merge our existing data into the new system.

The entire package consists of the Cartegraph software program, off-site hosting and data storage, implementing the software, integrating historic maintenance records into the new system database, and integrating the software into the District's GIS system.

The proposed Cartegraph software package has an annual maintenance fee of \$48,850 (which will be recurring) and integration services of \$116,278; for an initial project cost of \$165,128.

**Financial:**


The software package is available through the Buy Board Cooperative Purchasing agreement. Funds are available in the FY 2017 Capital Budget.

**Recommendation:**

Authorize Purchase of CMMS system software through a Buyboard Cooperative Purchasing Agreement.

**Enclosures: None**

For more information, please contact Jody Zabolio at (972) 219-1228.

Submitted By:  \_\_\_\_\_ Date: March 31, 2017  
Jody Zabolio, Acting Director of Engineering & Construction