

CITY OF SANTA ROSA
BOARD OF PUBLIC UTILITIES

TO: BOARD OF PUBLIC UTILITIES
FROM: JEANNINE SARRAGOSSA, DEPARTMENT INFORMATION
TECHNOLOGY SUPERVISOR, SANTA ROSA WATER
KIMBERLY ZUNINO, DEPUTY DIRECTOR WATER
ADMINISTRATION
SUBJECT: WAIVER OF COMPETITIVE BID AND APPROVAL OF
PROFESSIONAL SERVICES AGREEMENT WITH WOOLPERT,
INC. FOR TECHNICAL SUPPORT IN INTEGRATING
CITYWORKS SOFTWARE WITH INFINITY CIS SOFTWARE

AGENDA ACTION: RESOLUTION

RECOMMENDATION

It is recommended by the Contract Review Subcommittee and Santa Rosa Water that the Board of Public Utilities, by resolution, waive the competitive bidding process and approve the Professional Services Agreement between the City and Woolpert, Inc. in the not-to-exceed amount of \$254,260.

EXECUTIVE SUMMARY

The new Cityworks Asset Management System software will be implemented for Santa Rosa Water over the next ten to fourteen months. It is necessary to integrate the Cityworks Asset Management System software with the Infinity Customer Information System utilized by Santa Rosa Water to manage the water meters and optimize customer service and billing across the organization.

BACKGROUND

In 2001, the City entered into an agreement with Hansen Information Technologies to provide an enterprise asset management system (Hansen EAMS) to help staff manage assets proactively and budget accordingly.

In 2014, the City entered into an agreement with Advanced Utility Systems to implement the Infinity Customer Information System software (Infinity CIS), which includes a customer information dashboard-style platform and utility billing system. At that time, there was an integration process developed for Hansen EAMS.

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In 2016, the City issued a Request for Proposals for a new enterprise asset management system (EAMS) to replace the outdated Hansen EAMS and received eight responses. A review panel representing multiple City departments recommended Woolpert, Inc. to implement Cityworks Asset Management System software (Cityworks).

In June 2018, the City Council approved the original agreement for implementation of Cityworks and selected Woolpert, Inc., based on their responsiveness to the City's needs and cost, as the implementation partner for the Cityworks EAMS.

In 2019, as a result of the discovery phase of the Cityworks implementation project, City staff recognized that the scope and effort surrounding integration of Cityworks with the Infinity CIS would require a separate project due to the complex nature of the software involved, and also to avoid any delays in the Cityworks EAMS implementation.

PRIOR BOARD OF PUBLIC UTILITIES REVIEW

None.

ANALYSIS

Santa Rosa Water has utilized EAMS to inventory assets and manage maintenance schedules for its infrastructure including the water distribution, collection and reuse systems for many years. As technology advances and software and systems become outdated, it is necessary to upgrade and then integrate the systems from time to time.

Over the last several years Santa Rosa Water and multiple City departments have been working on implementation of Cityworks. Cityworks is already seamlessly integrated with the City's Geographic Information Systems (GIS) software, providing real-time updates through built-in mobile applications and integrated pipeline software. The Cityworks forecasting tools support capital investments and long-term asset management and budget strategy.

Santa Rosa Water's Billing System, which is contained within the Infinity CIS, is still integrated with the outdated Hansen EAMS. Integration of the new Cityworks EAMS with the Infinity CIS requires redesign and is outside of the existing scope of work with Woolpert, Inc. Integrating Cityworks with Infinity CIS is necessary to maintain the current level of integration between Operations and Water Billing, create better work order flow with GIS integration and provide cleaner data and more efficient reporting tools.

City staff has determined that continuing to utilize Woolpert, Inc. for the integration work specific to the Water Department would provide cost and time efficiencies. To maximize cost savings, City staff requested that Woolpert, Inc. solicit for integration coding

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services. City staff and Woolpert, Inc. staff interviewed three vendors and Spatial DNA was selected based on expertise and cost.

Pursuant to Section 3-08.100(D) of the Santa Rosa City Code, Board of Public Utilities may waive competitive bidding and approve a contract for services if waiver is necessary for standardization, quality considerations or other valid reasons.

FISCAL IMPACT

The cost for this implementation has no fiscal impact and is budgeted for in fiscal year 2022/2023. Sufficient funding has been appropriated in prior fiscal years.

ENVIRONMENTAL IMPACT

This action is exempt from the California Environmental Quality Act (CEQA) because it is not a project which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, pursuant to CEQA Guideline section 15378.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

On October 26, 2022, the Contract Review Subcommittee reviewed the proposal and recommended that the Board of Public Utilities waive competitive bidding and approve the PSA between the City and Woolpert, Inc. in the not-to-exceed amount of \$254,260.

ATTACHMENTS

- Attachment 1 – Professional Service Agreement with Woolpert, Inc.
- Resolution

CONTACT

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