

City Council Action Request

Department: Environmental Services	CEQA: Not a Project, File No. PP10-066(a), Contract amendment for software installation and support.	Coordination: ITD, CAO, and TPAC	CMO Approval:  4/1/12
			Dept. Approval: /s/ Kerrie Romanow

RECOMMENDED ACTION:

Approve the Third Amendment to the Agreement with Westin Engineering, Inc., for implementation of a Computerized Maintenance Management System at the San Jose/ Santa Clara Water Pollution Control Plant to increase the compensation by \$191,000 to an amount not to exceed \$1,052,000, and to extend the term through December 31, 2013, to complete a revised scope of work.

BASIS FOR RECOMMENDATION:

The purpose of this Agreement is to develop a plan and provide implementation services for installation of a Computerized Maintenance Management System (CMMS) with a combination of software application modules to be separately procured by the City from Infor/Datastream 7i. This contract with Westin was executed in April 2008, for a compensation of \$861,000. The agreement was subsequently amended in December 2010 and June 2011, to extend the term of the contract through June 2012, with no change to the contract amount. The implementation services included in this Scope of Services are:

- (1) Project Management: provide a project team to manage and oversee the implementation of the CMMS.
- (2) System Development: plan and develop requirements for implementation of a CMMS.
- (3) System Implementation, Reports, Testing and Validation. This includes all data migration and needed reports
- (4) Documentation: provide documentation (hardcopy and electronic) relating to the new system.
- (5) Training: provide and implement a training plan for all levels of the organization.
- (6) Maintenance/Support: provide technical support and provide software updates, including installation and training, troubleshooting and help with any recovery operations.

Items 1 through 5 have been completed. Item 6 will be completed by June 30, 2012.

The proposed Third Amendment to the Agreement would allow Westin to assist the City in implementing the latest software upgrade (from version 8.3 to 8.5), including data migration, customization, testing, reports, and training. The proposed Third Amendment would also provide for additional technical support and maintenance; increase the compensation by an amount not to exceed \$191,000, and extend the term of the Agreement through December 31, 2013.

COST AND FUNDING SOURCE:

1. AMOUNT OF THE AMENDMENT TO THIS AGREEMENT: \$191,000
2. SOURCE OF FUNDING: San José/Santa Clara Treatment Plant Operating Fund; APPN 0762 \$ 25,548,275 Ord. No. 28928; 06/21/2011 (Fund 513-76-941800-4051).
3. FISCAL IMPACT: Existing funds available for this project; no additional appropriation required.
4. Amended contract will expire on 12/31/2013
5. Original Contract Amount was \$861, 000, approved by Council on October 16, 2007. This contract was funded by Treatment Plant Capital Fund, Plant Infrastructure improvements appropriation.
6. Amendments one and two were time only extensions and did not add compensation to the agreement.

FOR QUESTIONS CONTACT: Amit Mutsuddy, Division Manager, Environmental Services at (408) 635-2077.