

July 15, 2010

11-006

AUTHORIZATION TO UTILIZE AN INTER-
GOVERNMENTAL COOPERATIVE CONTRACT FOR
ACQUISITION OF COMPUTERIZED MAINTENANCE
MANAGEMENT SYSTEM (CMMS) FOR FACILITIES
MANAGEMENT SERVICES

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FINANCIAL
RESPONSIBILITY: Tim Donahue, Director, Facilities Management Services

APPROVED BY: Wing-Kit Chung, Vice President, Administrative Services
Dr. Preston Pulliams, District President

REPORT: The College has a need for a comprehensive software package that will allow the District to better utilize its resources in terms of time (labor), material, supplies and services to meet the needs of managing facilities maintenance projects. This software will allow the District to proactively manage the maintenance and operations of the district's facilities in terms of preventative and predictive maintenance as well as to support new initiatives for energy management and sustainability. The software will improve communications and allow district staff to request services and to track projects via the web. The CMMS system will provide tools to allow Facilities Management Services to better manage its responsibilities in the following areas: customer service, work management, time management, inventory, purchasing, accounts payable, finance, asset management, preventive maintenance, project management, property management, space viewing and management, department human resources, GIS Integration, key & access control, environmental health and safety, capital planning and assessment, key performance indicators and utility management. With the planned expansion of facilities through the Bond Program this tool will allow Facilities Management to effectively and efficiently utilize its resources.

Four vendors were invited to provide an overview and demonstration of their software and CMMS systems. The presentations were held in the Spring of 2010. A representative committee of College staff reviewed the presentations, looking for specific information about how these systems could best meet the previously stated needs and provide an unbiased assessment of best fit and ease of use. After staff evaluated the software and functionality of the four vendor's systems, staff believes that Asset Work's CMMS system called AiM will best meet PCC's needs.

Staff explored various ways to approach this purchase and determined that it is in the College's best interest to utilize an existing General Services Administration (GSA) inter-governmental cooperative contract as a competitive process has been done other public agencies and these vendors were a part of that process. This approach is allowable per College Procurement Rules (CCR 214).

RECOMMENDATION: That the Board of Directors authorize the use of an inter-governmental contract for the acquisition of the Asset Works AiM system. The term of the General Services Administration (GSA) contract currently runs through August of 2012 with an extension that runs through August of 2017 which will most likely be exercised. The estimated cost includes one-time set up costs, server and Advanced Planning and Scheduling (APS) web based server hosting, implementation, conversion, training and support costs of the base modules are estimated at \$139,083. Each subsequent year will cost approximately \$75,225 for the base module along with approximately 12 additional modules which will be added and deployed over the remaining four years of the agreement. The five year total (2010-2015) totals \$440,000 or \$88,000 per year. Funds for this system will be provided from the Capital Project Fund. Implementation is planned to begin in September 2010 with the CMMS base module system on line and available for district-wide use on July 1, 2011.