



**City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS**

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Legislative File No: 2010-0348

TO: Mayor and City Council Members
FROM: Bob Grace, Director of MIS
DATE: August 17, 2010
SUBJECT: Blanket Purchase Order: Annual Support & Maintenance for Asset Management System

REQUEST:

City Council approval of a blanket purchase order in the amount not-to-exceed \$38,400.00 for Annual Support & Maintenance for the City's Asset Management Software to GBA Master Series, Overland Park, Kansas.

REASON FOR PURCHASE:

- 70 Users in 9 Departments (Building, DPS, DPS – Garage, Facilities, Fire, Mayors, MIS, Parks/Forestry and Planning)
- In last 12 months created 17,700 work orders
- In last 12 months created 3,550 work request/complaints
- In last 12 months 50,400 tasks have been completed
- In last 12 months 142,900 employee hours have been recorded in work orders
- The request portion of GBA has replaced the AS400 complaint system in addition to being used for internal requests that are used to generate work orders for Facilities requests or DPS Garage requests.
- On the work order side, GBA is used to track any work that is done on a City asset. Examples are water, sanitary sewer, storm sewer, roads, buildings, HVAC, computers, monitors and software. Departments like DPS, Facilities and the ordinance portion of Building are using work orders to track all of their time. The balance of the Building is being phased into this. This allows these Departments to easily create reports showing man hours for generalized work types down to very detailed task reports for budgeting and performance indicators.
- All of the work order information about an asset along with any inspection information is shown on the asset side of GBA. This would include any preventive maintenance that is done such as water valve exercising or hydrant flushing. This information can then be used for planning of future repairs or replacement of that asset.
- GBA has replaced other software including Tree Manager in Forestry and Tokay cross connection software in Building.

- GBA ties into our GIS mapping. Work request and work order locations can be mapped in GIS along with asset condition information. With the relationship of GBA and GIS, MIS and DPS can easily create maps that show our City assets with their condition, last inspection date or work history.

The Annual Support & Maintenance purchase includes the following for the period of 10/1/2010 through 9/30/2011:

- 4 seats of GBA Sewer Master
- 4 seats of GBA Street Master
- 2 seats of GBA Sign Master
- 1 seat of GBA Street Light Master
- 2 seats of GBA Right-of-Way Master
- 4 seats of GBA Water Master
- 4 seats of GBA Storm Master
- 2 seats of GBA Parks Master
- 3 seats of GBA Tree Master
- 1 site license of GBA Work Master
- 3 seats of GBA Equipment Master
- 1 seat of GBA Facility Master
- 5 seats of GBA GIS Master
- 1 site license of GBA GIS Analyst
- 1 Sewer TV Import Program

PROCESS:

Vendor Name and Address:

GBA Master Series, Inc. - 10561 Barkley Street, Suite 500 - Overland Park, KS 66212

Reason for Selection:

Sole source vendor for proprietary software

Method of Purchase:

Blanket Purchase Order

BUDGET:

This is the first year we will be paying solely for software maintenance. In previous years we were still implementing the program, adding needed modules and paying for maintenance on a prorated basis as new modules were added. Therefore, while our budgeted amount for this first year of full maintenance was slightly under-estimated--by approximately 1%--this amount can be covered by other funds remaining in our Maintenance Software budget.

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Maintenance – Software	636.934000	Asset Management	\$38,000.00	\$38,400.00	-(\$400.00)

RECOMMENDATION:

It is respectfully recommended that the City Council approve the purchase of Asset Management Software Maintenance for one year in the amount not-to-exceed \$38,400.00 from GBA Master Series, Inc. of Overland Park, Kansas.
