

## Legislation Details (With Text)

**File #:** Ordinance 13-2021  
**Name:**

**Type:** Ordinance  
**Status:** Passed

**File created:** 6/30/2021  
**In control:** City Council

**On agenda:** 8/3/2021  
**Final action:** 8/3/2021

**Title:** Ordinance 13-2021: An ordinance on second reading approving an amendment to the existing five-year agreement with Cartegraph Systems LLC for an enterprise asset management system

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. 1. Ordinance No. 13-2021, 2. 2. Amendment to Cartegraph Systems agreement

Date	Ver.	Action By	Action	Result
8/3/2021	3	City Council	approved	Pass
7/20/2021	1	City Council	approved on first reading	Pass

Agenda Date: 08/03/2021

**Subject:**

Ordinance 13-2021: An ordinance on second reading approving an amendment to the existing five-year agreement with Cartegraph Systems LLC for an enterprise asset management system

Prepared by: Heather Ferrari, Executive Assistant, Public Works

**PURPOSE:**

To approve an amendment to the current 5-year agreement with Cartegraph Systems LLC for an enterprise asset management system.

**PRESENTATIONS:**

**Staff Presenter(s):** Keith Reester, Public Works Director

**Additional Presenter(s):** N/A

**SUMMARY:**

The Public Works Department has placed a significant focus on development and implementation of asset management across all areas of the city's infrastructure. In 2019, the department began implementation of Cartegraph as its asset management software in the Utilities Division. In 2020, implementation of Cartegraph began in the Grounds Division and Traffic Division. The Streets Division is undergoing implementation in 2021.

The initial implementation of Cartegraph has focused on identifying the assets owned by the city and their current condition. Current efforts have also been surrounding documentation of maintenance, repairs, and inspection of assets performed by staff and contractors.

The next step in use of an asset management platform such as Cartegraph is to use the data and technology to assist in infrastructure master planning with a goal of becoming more predictive and proactive in our maintenance and rehabilitation practices. The proposed contract amendment adds the necessary software component to aid in developing planning and programming the most effective maintenance strategies that will allow the City to forecast future funding requirements in advance of the actual need.

**PRIOR ACTIONS OR DISCUSSIONS:**

City Council approved the original 5-year contract with Cartegraph Systems LLC on December 1, 2020 as Ordinance 28-2020.

This ordinance was approved on first reading on July 20, 2021.

**ANALYSIS:**

Staff Analysis

The additional Asset Management components will bring antiquated paper processes into the 21st century. It will also integrate with other software systems such as GIS, SeeClickFix, TRAKiT, and Laserfiche, saving critical work time for staff. The system will provide the Public Works Director with valuable metrics on operational efficiency and data to demonstrate the resource and capital financing needed to support high quality infrastructure. The Cartegraph Enterprise Asset Management System will continue to be a valuable tool for the Public Works Department for many years to come.

The City Charter requires that agreements for services in excess of two years be approved by City Council.

Council Goal, Objective, and/or Guiding Principle

Implementation and support of the enterprise asset management system aligns with Council Goal 3: Innovative Infrastructure (I2) under Objective 4: Safe Networks, Objective 7: Safety Over Speed, and Objective 9: Partnerships. In addition, this supports Goal 2: Financial Sustainability by supporting Objective 1: Data Driven Financial Analysis.

Fiscal Impacts

Expenses for 2021 include a prorated software license and implementation services for a total of \$4,234.74. Future costs over the 5-year term of the agreement are for this additional software component which will be spread over the five Public Works divisions that use the software. The total 5-year cost for this contract amendment is \$11,219.17.

Alternatives

Deny the amendment, which will require staff to either pursue a more expensive one-year term contract or forego the new component, leaving the Public Works Department with diminished productivity and reporting capability and continued reactive maintenance strategies.

**STAFF RECOMMENDATION:**

Staff recommends approval of the amendment to the five-year contract.

**PROPOSED MOTION:**

I move to approve Ordinance 13-2021 on second reading approving an amendment to the existing five-year agreement with Cartegraph Systems LLC for an enterprise asset management system.