



## Request for City Council Committee Action From the Department of Public Works

**Date:** November 8, 2012

**To:** Honorable Sandra Colvin Roy, Chair Transportation & Public Works Committee

**Referral:** Honorable Betsy Hodges, Chair Ways and Means/Budget Committee

**Subject:** **Negotiate and Execute a Contract with Starboard Consulting for the Maximo Asset Management Software Implementation**

### Recommendation:

Authorize proper City officials to negotiate and execute a contract with Starboard Consulting for the Maximo Asset Management software implementation for a term of two-years with a one-year option to renew. The contract shall not exceed \$2,000,000.

### Previous Directives:

- Authorize issuance of a Request for Proposal (RFP) for Maximo Asset Management software implementation

**Prepared by:** Matthew Brink, PW Financial Analyst, 673-2899  
John McLain, IT Project Manager, 673-2990

### Approved:

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Steven A. Kotke, P.E., City Engineer, Director of Public Works

**Presenters:** Glen Gerads, Assistant Director PW Water Treatment and Distribution  
Matthew Brink, PW Financial Analyst

### Reviews

Permanent Review Committee (PRC):	Pending Approval. Discussion with PRC is continuing	
Civil Rights Affirmative Action Plan:	Approval	Date
Policy Review Group (PRG):	Approval	Date

### Financial Impact

Other financial impact (Explain):  
Expenses are accounted for in the 2012, 2013, and 2014 operating budget.

### Community Impact

Neighborhood Notification: Not Applicable  
City Goals: A SAFE PLACE TO CALL HOME: the city's infrastructure will be well-

maintained, people will feel safe in the city.  
Comprehensive Plan: Not Applicable  
Zoning Code: Not Applicable

### **Background/Supporting Information**

The mission of this project is to utilize the Maximo application to provide a comprehensive, unified system for the management of critical departmental assets and related maintenance requirements, set the cornerstone for developing a Comprehensive Asset Management Plan, and start creating and institutionalizing best practices with respect to managing capital assets for the Public Works Water Treatment & Distribution and Surface Water & Sewers Divisions.

The City of Minneapolis Department of Public Works and IT have evaluated six (6) proposals received in response to the City's request for proposals from qualified companies for consulting services. Through the use of an evaluation team we have selected Starboard Consulting LLC as the vendor with which to negotiate and execute a contract.

The contract with Starboard Consulting LLC, will not exceed \$2,000,000 and will include the following efforts:

- Business Process Configuration Workshops
- Asset Management Framework
- Training for system administrators, core team, and end-users including manuals
- Data migration from current databases
- Technological architectural analysis to define and design the system architecture

The Department of Public Works, in conjunction with IT, is seeking approval to negotiate and execute a contract with Starboard Consulting, LLC for implementation services.

Cc: Bernie Bullert, Public Works  
Lisa Cerney, Public Works  
Glen Gerads, Public Works  
Otto Doll, Information Technology