

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS  
OF THE COUNTY OF SAN BERNARDINO  
AND RECORD OF ACTION**

August 25, 2020

**FROM**

**LUTHER SNOKE, Interim Director, Department of Public Works – Transportation**

**SUBJECT**

Contract with Cartegraph Systems, LLC. for Proprietary Software Purchase, Licensing and Implementation with Maintenance and Support Services

**RECOMMENDATION(S)**

1. Approve a **Contract No. 20-668** with Cartegraph Systems, LLC., in the amount of \$1,325,000, for the period of September 1, 2020 through August 31, 2025, to procure an Asset and Operations Management and Capital Improvement Project Planning Software System and Implementation Services.
2. Authorize a contingency fund of \$126,000.
3. Authorize the Director and/or Interim Director of Public Works to approve the expenditure of the contingency fund of \$126,000 to order any necessary changes or additions in the Contract identified during implementation.
4. Authorize the Director and/or Interim Director of Public Works to execute the Software as a Service License Agreement.

(Presenter: Luther Snoke, Interim Director, 386-8729)

**COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES**

**Improve County Government Operations.**

**Operate in a Fiscally-Responsible and Business-Like Manner.**

**FINANCIAL IMPACT**

Approval of this item will not result in the use of Discretionary General Funding (Net County Cost). The Department of Public Works – Transportation (Department) is funded by Gas Tax revenue, fee revenue and other state and local funding. The contract cost for \$1,325,000 as well as any necessary changes or additions in the Contract for an amount not-to-exceed \$126,000 will be funded with Gas Tax revenue. Sufficient appropriation and revenue are included in the Department's 2020-21 Road Operations budget (6650002000) and will be included in future recommended budgets.

**BACKGROUND INFORMATION**

Asset Maintenance (AMS) and Operations Management Systems (OMS) provide tools to more efficiently plan, manage and monitor asset maintenance operations and capital improvement program budgets. AMS and OMS strategies are intended to preserve and extend the lifecycle of assets by systematically intervening at strategic points in an asset's normal life cycle. Typical strategies include preventive maintenance scheduling and the tracking of asset health information, inspection and work history to identify cost savings and efficiency opportunities.

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The role of Geographic Information Systems (GIS) is to allow for the consumption of spatial attribute information about assets to visualize assets and work in context with each other, support the allocation of resources, route for proximity and use spatial correlation to improve work and planning outcomes. The Department is proposing to leverage GIS capabilities to maintain road and flood control assets in a GIS enabled system that will track all work activities and associated costs for preventive maintenance, resurfacing, asset replacement, reconstruction and emergency or scheduled repairs.

To plan and manage the maintenance and improvement of those assets in a web-based system available to a mobile workforce, the Department is proposing to purchase and implement Cartegraph, a best-in-class Operations and Asset Management Software System. This recommended investment in technology will, if approved and authorized by the Board of Supervisors, leverage GIS specifically for spatially enabled management of Assets, Operations and Projects, to provide better transparency, data-driven decision making and visually rich, real-time dashboard reporting. Implementation strategies will include an evaluation of the costs and benefits of leveraging Software as a Service, where the system would be hosted in the cloud rather than on County servers. Potential benefits include more reliable field access and reduced long-term maintenance costs for the Department.

The system, and the ability to visualize work in its context provided by GIS, will better equip the Department to meet its stated goals and objectives to monitor and evaluate operations and implement strategies to continually improve efficiency effectiveness and collaboration and increase efficiency in the use of labor, equipment and materials.

The proposed Contract aligns with the County and Chief Executive Officer's goals and objectives to improve government operations and operate in a fiscally-responsible and business-like manner.

**PROCUREMENT**

This procurement was a formal solicitation released as Request for Proposal PWG-120-ADMIN-3537 (RFP) on October 4, 2019 through the County Electronic Procurement Network (ePro) and included a best value evaluation. On November 15, 2019, the Department received the following six proposals. Note that sales tax is not included in the bid total:

| <u>Consultant</u>          | <u>Location</u> | <u>Total Bid</u> |
|----------------------------|-----------------|------------------|
| Cartegraph                 | Dubuque, IA     | \$1,260,000      |
| Woolpert Consulting        | Englewood, CO   | 1,283,500        |
| Digital Transfer Solutions | Orlando, FL     | 484,000          |
| Central Square             | Lake Mary, FL   | 825,900          |
| CIP Planner Corp           | San Ramon, CA   | 3,267,500        |
| Labyrinth Solutions        | San Diego, CA   | 3,399,500        |

A competitive evaluation panel comprised of subject matter experts and leadership from the Department determined that Cartegraph Systems, LLC. best met the requirements outlined in the RFP and would provide the best value to the County. An intent to award letter and non-selection letters were sent on July 30, 2020. No protests and/or appeal letters were received.

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**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Suzanne Bryant, Deputy County Counsel, 387-5455) on July 27, 2020; Purchasing (Jason Cloninger, Lead Buyer, 387-8258) on August 12, 2020; Information Services (Larry Ainsworth, Chief Information Officer, 388-5800) on July 29, 2020; Finance (Jessica Trillo, Administrative Analyst, 387-4222) on August 5, 2020; and County Finance and Administration (Matthew Erickson, County Chief Financial Officer, 387-5423) on August 9, 2020.

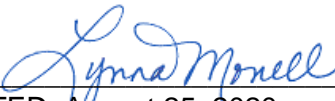
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Record of Action of the Board of Supervisors  
County of San Bernardino

**APPROVED (CONSENT CALENDAR)**

Moved: Josie Gonzales    Seconded: Robert A. Lovingood  
Ayes: Robert A. Lovingood, Janice Rutherford, Dawn Rowe, Curt Hagman, Josie Gonzales

Lynna Monell, CLERK OF THE BOARD

BY   
DATED: August 25, 2020



cc: PW/Trans- Walker w/agree  
Contractor- C/O PW/Trans w/agree  
File- w/agree  
la 08/26/2020