



Caring for Your Coast

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February 27, 2019

TO: Supervisor Janice Hahn, Chair
Supervisor Hilda Solis
Supervisor Mark Ridley-Thomas
Supervisor Sheila Kuehl
Supervisor Kathryn Barger

FROM: Gary Jones
Director

SUBJECT: **NOTIFICATION OF INTENT TO AWARD AN ENTERPRISE SERVICES
MASTER AGREEMENT WORK ORDER FOR SOFTWARE
CONFIGURATION**

This is to advise the Board of Supervisors (Board) of the Department of Beaches and Harbors' (DBH) intent to award an Enterprise Services Master Agreement (ESMA) Work Order to Cohesive Solutions, Inc. (Cohesive) with a total cost of \$424,074. Cohesive is an experienced team of consultants who will develop DBH-purchased IBM software (i.e., Maximo Asset Management 7.6) to implement a work order request system to track and manage repair and maintenance of facilities and assets utilizing current best practices. In accordance with ESMA guidelines, prior notice to your Board is required for projects that exceed \$300,000. The Internal Services Department (ISD) manages ESMA and concurs with DBH on this project.

BACKGROUND

DBH currently uses a multi-part paper system to manage repair and maintenance of its facilities and other assets that include buildings, warehouses, equipment and infrastructure. Without an automated work order system, it is difficult to timely track repairs, to identify repetitive problems or to manage preventative maintenance needs. Successful implementation of the new work order request system will allow DBH to initiate, schedule and track needed repair and maintenance work, to monitor for timely completion of all work orders and to effectively manage assets.

On November 5, 2018, ISD released ESMA Work Order Solicitation E1-064 for Maximo Asset Management 7.6 Software as a Service (SaaS). Following the ESMA competitive solicitation and evaluation process, Cohesive's proposal scored the highest with a total cost of \$424,074.



SCOPE OF WORK

Cohesive will provide the following professional services:

- Work with DBH staff to configure the Maximo platform;
- Provide guidance regarding needed data collection and implement a database architecture to store data;
- Document the business logic used to categorize and assign tasks, and identify the workflow to maximize productivity and efficiency;
- Integrate the product with the County of Los Angeles Geographic Information System (GIS);
- Implement a web-based interface for submission of work order requests;
- Integrate the product with the parking lot automated pay stations to generate needed repair work orders;
- Integrate the product with the Department of Public Works' "Works App" to allow the public to report needed facility repairs and other issues;
- Develop and implement dashboards and reports;
- Design and implement asset tracking; and
- Train staff to manage and maintain the Maximo environment.

FINANCIAL IMPACT

The Work Order is based on a Fixed Price per deliverable payment schedule with a total cost of \$424,074. No additional net County cost is required.

CONCLUSION

Consistent with ESMA policies and procedures, this is to notify the Board of DBH's intent to award ESMA Work Order E1-064 to Cohesive. Unless otherwise instructed by your Board, ISD will proceed with execution of the Work Order in 10 business days.

If you have any questions or require additional information, I can be reached at 424-526-7771 or gjones@bh.lacounty.gov or staff is welcome to contact our Information Technology Section Manager, Kevin Fountain, at 424-526-7831 or kfountain@bh.lacounty.gov.

GJ:KF:nt

c: Internal Services Department
DBH Board Deputies