



Caring for Your Coast

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June 11, 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**

On February 27, 2019, the Department of Beaches and Harbors' (DBH) notified your Board of its intent to contract with Cohesive Solutions, Inc. (Cohesive), with a total cost of \$424,074, to 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. After extensive negotiations with Cohesive, they withdrew from the solicitation.

Accordingly, this is to advise your Board of DBH's intent to now award an Enterprise Services Master Agreement (ESMA) Work Order to Total Resources Management, Inc. (TRM) Services, the second highest-ranked proposer, with a total cost of \$496,878. TRM Services is an experienced team of consultants who will develop the above-discussed software. In accordance with ESMA guidelines, prior notice to your Board is required for Work Orders that exceed \$300,000. The Internal Services Department (ISD) manages ESMAs 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, identify repetitive problems or 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, monitor for timely completion of all work orders and administer an effective preventative maintenance program.



SCOPE OF WORK

TRM Services 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;
- 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;
- 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 \$496,878. 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 TRM Services. Unless otherwise instructed by your Board, ISD will proceed with the execution of Work Order E1-064 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:kf

c: Internal Services Department
DBH Board Deputies