

**COUNCIL ACTION FORM**

**SUBJECT: AWARD OF CONTRACT FOR ASSET MANAGEMENT SOFTWARE SOLUTION FOR ELECTRIC UTILITY SUBSTATIONS**

**BACKGROUND:**

Electric Services Utility Substation division is replacing the existing software solution for asset management and maintenance schedules. The current system, MP2 Computerized Maintenance Software (CMMS) is an outdated program that is no longer supported. This software was adapted from a fleet tracking package for maintenance and health status of the electrical equipment and no longer meets the need of the department. The system was implemented in December, 2009.

The goal of this project is to replace the existing CMMS software to improve the usability, reliability, and access to secure details of the electric utility substation infrastructure. The new asset management system will be capable of work order generation, maintain inventory of equipment and spare parts, location of the equipment detailing the manufacturer, type of equipment, the equipment manuals and test results from testing and inspecting the equipment as well as oil testing and infrared image files. The system will allow the staff to search the database by substation, transformer-type, breaker type or by ID number, test type, and when the next test will be scheduled. The new system will be deployed on mobile devices for accessible from remote locations around the city, which will provide staff quick access to equipment details necessary to troubleshoot electrical outage as well as maintenance records of the electrical equipment in the Substations.

The submissions were to include the necessary hardware and software to meet the need of the department, provide data conversion of the existing data, and the maintenance and support for five years.

A Request for Proposals (RFP) was issued on April 8, 2022, and viewed by 17 companies. Responses were received from eight companies. An evaluation team composed of representatives from Electric Services Substation and Information Technology reviewed the proposals based on the following criteria:

1. Project understanding
2. Software solution
3. Implementation team
4. Conversion plan
5. Previous experience and performance
6. Responsiveness
7. Overall cost to the City

The scoring of the proposals resulted in the following rankings after initial review of the proposals:

Company	Total Score	Rank	Fee Proposal
Maxpanda CMMS Software, Winnipeg, MB Canada	950	5	\$15,240.00
Action Information Systems, Golden, CO	770	7	\$42,694.00
Limble Solutions, Inc, Lehi, UT	909	7	\$54,000.00
Mpulse Software, Eugene, OR	998	4	\$67,182.50
Asset Infinity, Noida, U.P.	1084	2	\$198,000.00
DNV GL USA INC, Katy, TX	1385	1	\$222,500.00
Hexagon PPM, Madison, AL	1045	3	\$220,985.07
PeoplePlus Software, Ann Arbor, MI	931	6	\$294,261.00

The maximum possible score, combining all 4 evaluators was 2000. The proposed software solution to be provided, implementation and data conversion plans and experience related scores represented 85% of the overall score, and proposed cost accounted for 15%.

**During the technical evaluation, staff determined a number of responses provided less than the desired outcome detailed below.**

Company	Shortfall of Proposal
Maxpanda CMMS Software, Winnipeg, MB Canada	MaxPanda CMMS Software, Winniepeg, MB was incomplete, the City would be expected to do most of the conversion work, References provided consist of restaurants, and was not tailored to the City's objectives.
Action Information Systems, Golden, CO	The proposal from Action Information Systems, Golden, CO is the company that provides the FMS system to the City Clerk, but the evaluation committee determined the proposal failed to identify an important component, work orders and the parameters of the system will need to be created from the ground up.
Limble Solutions, Inc, Lehi, UT	The proposal from Limble Solution, Inc, Lehi, UT is for software only, the City will be required to do the implementation and conversion of the City's data. The Power Plant uses Limble for their maintenance system, but the evaluation team determined the software proposed did not provide the department with feature that were important to them.
Mpulse Software, Eugene, OR	Mpulse Software provides software only and included only three concurrent users. The requested asked for up to 10 users.

**Three companies were selected for a demonstration of their product** where the evaluation team reviewed the ease of use, specifically in creating a work order, searchability for a part of a piece of equipment, the ability to locate and view the owner's manuals, and inspection reports, how to add images to the folders, and link the parts to a location. The maximum possible score for the demonstration, combining all 4 evaluators was an additional 2000.

Company	Total Score	Rank	Fee Proposal
DNV GL USA INC, Katy, TX	1595	1	\$222,500.00
Asset Infinity, Noida, U.P.	1320	2	\$198,000.00
Hexagon PPM, Madison, AL	1145	3	\$220,985.07

DNV GL USA INC (DNV), Katy, TX emerged as the top ranked company through the evaluation process. DNV is a software package that is designed for the electric industry, and they are the leaders in the industry. DNV's clients include Alliant Energy, OPPD and other large utilities. As a software designed specifically for the industry, they understand the structure the database needs to be in. It contains the most valuable features the industry uses to perform, and maintain records in an easily accessed and intuitively set-up design. In addition, cyber security is critical given the nature of the data stored. An onsite server will provide the necessary security that is required in the electrical industry.

<b>Cost breakdown of DNV GL USA INC proposal includes:</b>		
Year 1	Implementation & Data Conversion	\$113,000
	On-premise solution & annual maintenance	\$ 57,228
Year 2	Annual Software as a Service (SAAS)	\$ 13,068
Year 3	Annual Software as a Service (SAAS)	\$ 13,068
Year 4	Annual Software as a Service (SAAS)	\$ 13,068
Year 5	Annual Software as a Service (SAAS)	\$ 13,068
	<b>Total cost for 5 years</b>	<b>\$222,500</b>

DNV software provides the greatest benefit to the City of Ames because it is developed to integrate multiple testing platforms from multiple vendors seamlessly into the database. Staff will be able to run battery tests, transformer tests ,or breaker testing with results automatically uploaded into the database for immediate viewing. It also allows the tests to be run from the database and control the testing software, which no other companies' database could do.

**The other two companies' software were more of an off the shelf database that would be adapted to fit what we needed. Both were going to take more time from staff during the initial start-up phase to build the database. Both systems would be able to link to a test report but neither could run the actual testing software from the database. Also having to link each test manually would require additional time in the office for personnel that isn't needed with the DNV software.**

Funds totaling \$170,500 are currently budgeted in Technology Maint/Support account for this project for Year 1 (FY 2022/23) and future year's budgets will reflect the annual software fee of \$13,068/year.

**ALTERNATIVES:**

1. Approve the award of contract with DNV GL USA INC, Katy, TX, for the Asset Management Software Solution for the Electric Utility Substation in the amount not to exceed of \$222,500.
2. Direct staff to negotiate a contract for the Asset Management Software Solution with one of the other companies that submitted a proposal to the City.
3. Do not award contract for the Asset Management Software Solution.

**CITY MANAGER'S RECOMMENDED ACTION:**

DNV GL USA INC's proposal provides the City with the best value to obtain usability, reliability, and security improvements to the Electric Utility Substation Asset Management Software Solution. Therefore, it is the recommendation of the City Manager that the City Council approve Alternative No. 1, as described above.

**It is important to note that under this contract the City is required to pay the total five-year cost of \$222,500 up front in order to take advantage of this pricing.**