



SUMMARY REPORT

Agenda Date: 9/10/2024

To: Board of Directors, Sonoma County Water Agency
Department or Agency Name(s): Sonoma County Water Agency
Staff Name and Phone Number: David Royall 707-521-1865
Vote Requirement: Majority
Supervisory District(s): Countywide

Title:

Computerized Maintenance Management System Integration and Support Services

Recommended Action:

Authorize Sonoma County Water Agency's General Manager to execute an agreement with NEXGEN Asset Management, Inc., in substantially the form as the draft presented to this Board, for computerized maintenance management system integration and support services through December 31, 2026, in the not-to-exceed amount of \$450,000.

Executive Summary:

Sonoma County Water Agency (Sonoma Water) has begun a multi-phase effort for updating its asset management system, including its computerized maintenance management system (CMMS), which tracks and reports on infrastructure assets managed by Sonoma Water. This complex effort requires careful and multi-phased planning to integrate with other data management systems in use within Sonoma Water, such as geographic information systems and computer-aided design.

Discussion:

HISTORY OF ITEM/BACKGROUND

Sonoma Water provides high-quality drinking water to over 600,000 people in Sonoma and northern Marin counties, is responsible for maintaining over 150 miles of creeks and streams throughout Sonoma County to help reduce the risk of flooding, manages and operates four sanitation districts and four sanitation zones in unincorporated Sonoma County, and produces recycled water to offset potable water demands.

Sonoma Water has multiple data management systems for managing and maintaining its infrastructure assets. In order to integrate available information to enhance the decision-making process for management of these assets, Sonoma Water has initiated a multi-phased Asset Management Program (AMP).

The vision for AMP is articulated in the following statement from Sonoma Water's Asset Management Implementation Plan:

Sonoma Water's vision is to improve its process to accomplish reliability-centered maintenance, business system interconnectedness, and improve asset management enterprise wide. Sonoma Water is seeking strategies to reduce labor required for asset maintenance, record keeping, researching asset history information, benchmarking, reporting key performance indicators, more comprehensive fiscal decision making, assurance of regulatory compliance, justification for rate increases to the public, and other pertinent enterprise

asset management functions.

Under a previous agreement, NEXGEN Asset Management, Inc. (Consultant) designed, implemented, and provided training and follow-up support for its CMMS. Under the prior agreement, Sonoma Water's water production, transmission, and wastewater treatment assets were integrated into CMMS (Phase 1).

Under the previous agreement, Consultant provided implementation, security, and system transition plans; developed asset inventory hierarchy and numbering schema; performed data migration, system configuration, and system integration; prepared documentation; performed system and user acceptance testing; developed customized reporting; conducted pre-deployment training for Sonoma Water; and provided support during and after the implementation of the CMMS.

SELECTION PROCESS

A competitive selection process was not completed, and a Sole Source Waiver was obtained from Sonoma Public Infrastructure Department, Purchasing Division. The software used for the work performed under this agreement is proprietary to Consultant, so a competitive selection process is not applicable. In addition, Consultant performed the services for Phase 1 of the AMP, therefore, no other Consultant can perform services for this agreement.

SERVICES TO BE PERFORMED

Under the agreement, Consultant will integrate the following Sonoma Water assets into the NEXGEN asset management system: collections, stream maintenance, lab, wastewater source control, warehouse, fleet, supervisory control and data acquisition (SCADA), facilities, and security. In addition, Consultant will provide training and follow-up services.

The cost of services will not exceed \$450,000; the term end date is December 31, 2026.

The agreement includes authorization for the General Manager to make changes to lengthen time schedules or make minor modifications to the scope of work, which do not increase the amount paid under the agreement, in a form approved by County Counsel.

Under the agreement, the General Manager shall have the ability to extend the term of the agreement for two additional years by providing written notice to the other party thirty days in advance of the expiration date. The extension shall be formalized in an amended agreement or amendment signed by the parties.

County of Sonoma Strategic Plan Alignment

N/A

Sonoma Water Strategic Plan Alignment

Goal: Planning and Infrastructure

Strategy: Implement the Computerized Maintenance Management System and Asset Management Program.

Action: Implement and sustain the new Computerized Maintenance Management System. Complete the development of the Asset Management Program.

Under the agreement, Consultant will integrate additional Sonoma Water assets into the NEXGEN CMMS asset

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management system and provide training and follow-up support services.

Racial Equity:

Was this item identified as an opportunity to apply the Racial Equity Toolkit?

No

Prior Board Actions:

01/24/2023: Authorized Sonoma County Water Agency's General Manager to execute an agreement between Sonoma Water and NEXGEN Asset Management, Inc., for computerized maintenance management system implementation and related services. Cost \$940,000; term end December 31, 2024.

08/30/2022: Authorized Sonoma County Water Agency's General Manager to execute an agreement between Sonoma Water and Carollo Engineers, Inc. for assistance with Phase 3 of Sonoma Water's Asset Management Program. Cost \$1,100,000; term end June 30, 2024.

04/20/2021: Approved agreement between Sonoma Water and Carollo Engineers, Inc., for assistance developing Phase 2 of the Asset Management Program, including applying the asset management practices and principles defined during Phase 1 to complete a pilot condition assessment for a subset of Sonoma Water assets. Cost \$492,360; term end April 30, 2022.

08/13/2019: Approved agreement between Sonoma Water and Carollo Engineers, Inc., for assistance with development of the Asset Management Program, Phase 1. Cost \$689,500; term end March 31, 2021.

FISCAL SUMMARY

Expenditures	FY 24-25 Adopted	FY25-26 Projected	FY26-27 Projected
Budgeted Expenses	\$450,000		
Additional Appropriation Requested			
Total Expenditures	\$450,000		
Funding Sources			
General Fund/WA GF	\$450,000		
State/Federal			
Fees/Other			
Use of Fund Balance			
General Fund Contingencies			
Total Sources	\$450,000		

Narrative Explanation of Fiscal Impacts:

Budgeted amount of \$450,000 is available from FY 2024/2025 appropriations for Sonoma Water General Fund. No additional appropriation is required.

Staffing Impacts:

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Position Title (Payroll Classification)	Monthly Salary Range (A-I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):

N/A

Attachments:

Attachment 1: Agreement with NEXGEN Asset Management, Inc.

Related Items “On File” with the Clerk of the Board:

None.