

STAFF REPORT

Date: November 15, 2017

To: Mayor and City Council

Thru: Sabra Newby, City Manager

Subject: **B.3. Staff Report (For Possible Action): Approval of Consultant Agreement with Websoft Developers, Inc., for implementation of the Lift Station Maintenance Management System and Sewer Line Maintenance Pilot Study in an amount not to exceed \$160,000. (Sewer Fund)**

From: Dustin Waters, Associate Civil Engineer

Summary: This project will develop a maintenance management system (MMS) for the City's 33 sanitary sewer and storm drain pump stations. This project will also include a pilot study for a MobileMMS with respect to sewer line maintenance and storm drain inlet cleaning. Staff recommends approval of the Consultant Agreement with Websoft Developers, Inc. (WSD) for the professional design and implementation of the MMS and integration of this system into the City's Infrastructure Management System (IMS) and authorize the Mayor to sign in an amount not to exceed \$160,000.

Background: The purpose of the IMS is to use new technologies to develop a cost-effective framework to better manage, operate, and maintain City infrastructure. The IMS provided by WSD is an excellent management tool with a wide range of functionality. It simplifies asset management and the tracking of critical system components. The IMS now electronically stores information on every component of Reno's sewer, storm drain and reuse systems. The IMS is readily available to our engineering staff and field maintenance crews. The IMS saves countless hours of staff time allowing for immediate access to information while in the office or out in the field.

Discussion: The new Lift Station MMS will enable our sewer maintenance staff to maintain an efficient database of the City's asset inventory and cost for each asset, and will be integrated into the IMS already in place. The system will be used to track work orders, maintenance costs, scheduled work, and labor hours. It can be used to prioritize work, provide notifications of pending work orders, and provide parts lists for upcoming work. The Lift Station MMS will be configured to interact with the City's Supervisory Control and Data Acquisition (SCADA) system in order to gather run time data, which can be used to generate work orders based thereon.

This project also includes conducting a pilot study for a work order and asset management system, or MobileMMS, for two common maintenance activities: sewer line maintenance, and storm drain inlet cleaning. This will enable the development of a more predictive, efficient, and preventative maintenance program. Staff can receive advance notifications of upcoming scheduled work in order to procure the requisite resources in a timely fashion.

Both the Lift Station MMS and MobileMMS will allow staff to enter information directly from the field. The development of these enhancements will streamline the process and will significantly reduce the data collection efforts of our asset information. Additionally, both new systems will be linked to the IMS to provide a visual representation of the information collected and stored.

Financial Implications: Funds are available from the User Fee portion of the Sewer Fund for the proposed Consultant Agreement with WSD.

Legal Implications: The parties are bound by the terms of the agreement.

Recommendation: Staff recommends Council approval of the Consultant Agreement with Websoft Developers Inc. in an amount not to exceed \$160,000 for the professional design and implementation of the MMS and MobileMMS pilot study and authorize the Mayor to sign.

Proposed Motion: I move to approve staff recommendation.

Attachments:

- 20171024_agreement_websoft_MMS (PDF)