



**PURCHASING ITEM  
FOR  
COUNCIL AGENDA  
Memo No. CP14-036**

**1. Agenda Item Number:**  
**32**  
**2. Council Meeting Date:**  
September 12, 2013

**TO: MAYOR & COUNCIL**  
**THROUGH: CITY MANAGER**

**3. Date Prepared:** August 13, 2013

**4. Requesting Department:**  
Transportation & Development

**5. SUBJECT:** Capital Improvements Projects (CIP) Management Solution Implementation and Training

**6. RECOMMENDATION:** Staff recommends City Council approve the purchase of Capital Improvements Projects Management Solution Implementation and Training from SHI International Corporation pursuant to the Western States Contracting Alliance (WSCA), Contract No. ADSPO11-007500, in an amount not to exceed \$40,632.00.

**7. BACKGROUND/DISCUSSION:** The Capital Projects (CP) Division has utilized a computerized project management system, Primavera, since 1999. Primavera was intended to assist in managing project schedules and budgets and to conduct project administration on capital improvement projects. The original Primavera system implementation was very complex, costly, and some key features and functions were never fully implemented. Also, the existing Primavera system, in the City's environment, has become antiquated and exists on an unsupported database. The operating system is multiple versions behind. Thus, the CP Division is seeking professional implementation and training services to transition to SharePoint 2010.

SharePoint 2010 is a system fully compatible with the City's current operating system and the Information Technology (IT) Division has been in development of a hosted version to manage Information Technology Oversight Committee (ITOC) projects and other department projects for Citywide applications. SharePoint 2010 also uses Microsoft Project 2010, an industry preferred scheduling tool. Furthermore, it provides immediate visibility and control for portfolio management and comprehensive management capabilities at the project level.

This Capital Improvements Projects Management Solution and Training purchase includes technical work to finalize configuration of this solution for the CIP and the creation of the business documents and templates within a project. Financial information integration from the Oracle Projects module will be done as a separate project. The project duration for implementation services and training will be six months. The cost for implementation services is \$32,487.00 and for training is \$8,145.00.

This is an ITOC project, and ITOC funding was approved by Council in the 2014 CIP.

**8. EVALUATION:** WSCA was formed in 1993 by state purchasing directors from fifteen western states with the purpose of establishing a means for participating states to join together in cooperative multi-state contracting to achieve cost-effective, efficient acquisitions of products and services and to take advantage of large quantity volume discounts. The State of Arizona has adopted the use of this contract which in turn allows the City to use it. The purchase from SHI International Corporation is in accordance with City and State law. City staff have reviewed the scope of work and costs and determined them to be reasonable. A purchase order will be used as the agreement.

**9. FINANCIAL IMPLICATIONS:**

Cost: \$40,632.00  
Savings: N/A  
Long Term Costs: N/A  
Fund Source:

| <u>Acct. No.:</u>         | <u>Fund Name:</u>                   | <u>Program Name:</u> | <u>CIP Funded:</u> | <u>Amount:</u> |
|---------------------------|-------------------------------------|----------------------|--------------------|----------------|
| 401.1285.5219.0000.6IC086 | General Government Capital Projects | Brightwork PM Tool   | Yes                | \$40,632.00    |

**10. PROPOSED MOTION:** Move City Council approve purchase of Capital Improvements Projects Management Solution Implementation and Training from SHI International Corporation pursuant to WSCA Contract No. ADSPO11-007500 in an amount not to exceed \$40,632.00.

**APPROVALS**

**11. Requesting Department**

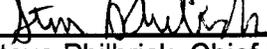


Bob Fortier, Capital Projects Manager

**13. Department Head**



R. J. Zeder, Transportation & Development Director



Steve Philbrick, Chief Information Officer

**12. Procurement Officer**



Carolee Stees, CPPB

**14. City Manager**



Rich Dlugas