




CITY COUNCIL ACTION REQUEST

Department(s): Finance	CEQA: Not a Project, File No. PP17-003, Agreements/Contracts (New or Amended) resulting in no physical changes to the environment	Coordination: Department of Public Works, City Attorney’s Office, and City Manager’s Budget Office	Dept. Approval: /s/ Julia H. Cooper
Council District(s): Citywide			CMO Approval:  01/14/22

SUBJECT: ACTIONS RELATED TO THE PURCHASE ORDER FOR A CAPITAL PROJECT MANAGEMENT SYSTEM

RECOMMENDATION:

Adopt a resolution authorizing the City Manager to:

- (a) Execute a purchase order with Carahsoft Technology, Corporation (Reston, VA) to provide a capital project management system for the Department of Public Works, including related professional services such as implementation, training, maintenance, and support, for a maximum compensation not to exceed \$139,090 during the initial one-year term beginning on or about January 26, 2022 through January 31, 2023; and
- (b) Exercise up to five additional one-year options to extend the term of the purchase order through January 31, 2028, subject to the appropriation of funds.

Desired Outcome: Authorizing the City Manager to take this action will help modernize the City’s capital project management system to allow staff the ability to more efficiently and effectively plan, forecast, manage, and document capital improvement projects.

BASIS FOR RECOMMENDATION:

The Department of Public Works utilizes a capital project management system (“CPMS”) that was developed in house by City staff almost 20 years ago. CPMS is used for project management, tracking, reporting, and outreach related to capital improvement projects. It currently utilizes outdated technology, posing a significant cybersecurity risk for the City, and requires in-house staff resources, that the City no longer has, to fully sustain, maintain, update, and expand the system.

To begin the process of modernizing CPMS to address these issues, the Finance Department released a competitive Request for Quotation (RFQ) in August 2021 to procure a cloud-based solution to replace two (2) of the primary custom-developed CPMS modules: construction project management and resources planning management. Over time, staff will also be able to transition additional CPMS functionality and modules, as well as expand CPMS functionality, to meet future needs. Eight (8) responsive submissions were received prior to the submittal deadline and were evaluated and scored independently by a two-member evaluation panel comprised of representatives from the Department of Public Works.

Evaluation scores for the eight (8) submissions are as follows:

Final Scores	Maximum Points	Social Glass Inc.	Procore Technologies, Inc.	PMWeb, Inc.	InnoActive Group	eCIFM Solutions Inc.	e-Builder, Inc.	Carahsoft Technology Corporation	Aurigo Software Technologies, Inc
General Requirements	10	4	5	5	5	7	7	5	7
Project Approach / Schedule	25	5	0	13	15	10	13	18	13
Technical Capabilities	20	7	9	11	9	11	12	14	10
Experience and Qualifications	15	6	8	8	6	8	8	9	9
Cost Proposal	20	20	3	6	4	5	5	10	6
Local Business Enterprise	5	0	0	0	5	0	0	0	0
Small Business Enterprise	5	0	0	0	5	0	0	0	0
TOTAL SCORE	100	42	25	43	49	41	45	56	45

The local and small business enterprise preference was requested by and awarded to InnoActive Group for its local office based in Santa Clara County but does not affect the award recommendation. No protests were received.

Based on these results, staff recommends award to Carahsoft Technology Corporation as the most advantageous and best value proposal per the evaluation criteria set forth in the RFQ.

Approval of this recommendation will provide the Department of Public Works with the means to transition to a modern capital project management system to more efficiently, effectively, and accurately plan and execute projects, manage documentation, allocate resources, and report on results to facilitate informed decision making related to capital improvement projects.

Climate Smart San José: The recommendation in this memo has no effect on Climate Smart San José energy, water, or mobility goals.

Commission Recommendation/Input: There is no commission recommendation or input associated with this action.

This action is consistent with the City's 2021-2022 Adopted Operating Budget and City Service Area of Strategic Support to ensure: (1) a high performing workforce that is committed to exceeding internal and external customer expectations; (2) effective use of technology.

COST AND FUNDING SOURCE:

Fund #	Appn #	Appn. Name	Total Appn.	Amt. for Recommendation	2021-2022 Adopted Operating Budget Page	Last Budget Action (Date, Ord. No)
150	0572	Non-Personal/Equipment	\$695,767	\$139,090	1006	6/22/2021, 30621

FOR QUESTIONS CONTACT: For program-related questions, please contact Matthew Loesch, Assistant Director of Public Works, at matthew.loesch@sanjoseca.gov. For procurement and contract-related questions, please contact Jennifer Cheng, Deputy Director of Finance, at jennifer.cheng@sanjoseca.gov.