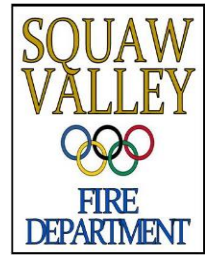




SQUAW VALLEY PUBLIC SERVICE DISTRICT



VUEWorks Asset Management and Work Management System On-Call Implementation Contract

DATE: November 21, 2014

TO: District Board Members

FROM: Mike Geary, General Manager

SUBJECT: VUEWorks Asset Management and Work Management System On-Call Implementation Contract – Farr West Engineering

BACKGROUND: The District entered into a three-party SaaS (Software as a Service) agreement with VUEWorks and Farr West Engineering, effective September 1, 2012. Operations and Administration Department staff have been using the web-based software to fill out Work Orders as early as January 1, 2012.

DISCUSSION: In order to implement both the Work Management and Asset Management systems, staff requires some third-party technical support, specifically with digital mapping and GIS (geographical information systems) data management. Farr West Engineering provides implementation services for VUEWorks software in support of Asset and Work Management. The District is expected to benefit from Dave's familiarity with our systems' designs and operations, asset inventories, as well as our staff and their capabilities.

The agreement is for on-call implementation services and the project's budget is intended to allow staff to assign work to Farr West on an as-needed or on-call basis. This flexibility affords staff to pursue implementation in concert with its needs and staff's bandwidth to manage and participate in the work.

The scope of the agreement intends to:

- Continue progress with our Asset Management activities to develop water and sewer capital replacement plans
- Improve the accuracy of the District's GIS data for our water and sewer systems
- Build our customer and parcel database
- Implement various business management processes into VUEWorks to

improve efficiency in their executions.

ALTERNATIVES: 1. Accept the proposal from Farr West Engineering, Reno, NV to provide asset and work management system implementation services on an on-call basis and authorize staff to enter into a Professional Services Agreement with Farr West Engineering to perform the work for a price not to exceed \$30,000.

2. Do not accept the proposal.

FISCAL/RESOURCE IMPACTS: The District's 2014/15 budget includes \$30,000 for third-party implementation support services for the Asset Management and Work Management Systems. The costs to provide the services will be split equally between the water and sewer capital funds.

RECOMMENDATION: Accept the proposal from Farr West Engineering, Reno, NV to provide asset and work management system implementation services on an on-call basis and authorize staff to enter into a Professional Services Agreement with Farr West Engineering to provide the services for a price not to exceed the amount indicated in the proposal.

ATTACHMENTS: Proposal from Farr West Engineering to provide asset and work management system implementation services on an on-call basis.

DATE PREPARED: November 4, 2014

FARR WEST

ENGINEERING

November 4, 2014

Mike Geary, P.E.
General Manager
Squaw Valley Public Service District
305 Squaw Valley Road
P.O. Box 2026
Olympic Valley, CA 96146-2026

**RE: Scope of Work – GIS and Vueworks Implementation On-Call Professional Services
2014/2015**

Dear Mike,

Farr West Engineering (Farr West) appreciates the opportunity to continue to provide professional engineering and GIS services for GIS development and Vueworks asset and work management implementation. These services will supplement both the District staff's technical capabilities as well as their time availability. The tasks identified below are general in nature will be further developed as the GIS and Vueworks implementation progress moves forward. The primary tasks anticipated to be completed during the 2014-2015 fiscal year include linking TVI sewer condition data to the GIS and VueWorks, and continued development of the utility GIS data. Farr West will work closely with the District to define tasks to be completed under this scope.

Farr West will also support the District with GIS and Vueworks implementation services including, but not limited to:

- GIS database maintenance (red line edits and record drawings),
- GIS data updates to VueWorks (quarterly),
- General asset management implementation services such as development of asset classes, asset types and asset attributes,
- Additional staff training on GPS data collection and Vueworks module use.

Farr West Engineering proposes to provide these on-call professional services at the direction of the District for a fee not to exceed \$30,000.00. The estimated fee will not be exceeded without prior authorization. The work will be billed on a time and expense basis according to the 2014 Farr West Fee Schedule (Exhibit A).

November 4, 2014

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Reference: Scope of Work – GIS and Viewworks Implementation On-Call Services 2014/2015

Please contact me at (775) 853-7263 if you have any questions regarding this SOW. As always, I look forward to working with you on this project.

Sincerely,

A handwritten signature in blue ink, appearing to read "David T. Hunt". The signature is stylized and written in a cursive-like font.

David T. Hunt, P.E.
Principal/Planning Manager

Encl.