



**COMMISSION
AGENDA MEMORANDUM**

Item No. 6d

ACTION ITEM

Date of Meeting March 12, 2019

DATE: March 4, 2019

TO: Stephen P. Metruck, Executive Director

FROM: Matt Breed, Interim Chief Information Officer

SUBJECT: Maintenance and Asset Management System Licensing (Short Form)

Amount of contract: \$3,500,000

ACTION REQUESTED

Request Commission authorization for the Executive Director to execute contract documents for Maximo System software and maintenance services for port-wide asset and inventory management for up to 10 years at an estimated total cost of \$3,500,000.

SUMMARY

Maximo Enterprise Asset Management software is a key system used by Aviation Maintenance (AVM) and Marine Maintenance (MM) to manage critical business functions such as Asset and Inventory Management, Incident and Work Order Management, Service Request Management, Labor Tracking, and Procurement. Currently, software licensing and maintenance services are purchased through IBM, a Maximo system vendor, but there are now alternative licensing models that may offer a better value to the Port for both new user licenses as well as to cover maintenance on our existing purchased licenses. In addition, it appears there are opportunities to solicit woman-owned, minority-owned or small business for this requirement and we are working with the Diversity in Contracting Department on outreach to these businesses.

The new contract will be competitively procured and may include:

- New user licenses as needed
- Conversion of current Port-owned user licenses
- Maintenance support for all user licenses
- Access to software upgrades and patches as they are available

Recurring license and maintenance fees are budgeted in the Information and Communication Technology operations budget.

There are no attachments to this memo.