



## Memo

**File #:** 120-24

**Agenda Date:** 3/19/2024

**TO:** Mayor and City Council

**FROM:** Beth Beatty, City Manager

**SUBJECT:**

Award of Professional Services Agreement for the 2024 Department of Public Utilities Asset Management Program to Cultivate Geospatial Solutions LLC in an amount not to exceed of \$98,000.00

**BACKGROUND:**

On August 7, 2018, the Mayor and City Council awarded a contract for the Department of Public Utilities Computerized Maintenance and Management System Project (VueWorks Asset Management System). Staff has found that utilizing VueWorks provides increased efficiencies as well as streamlines day-to-day processes for plant and field operations.

Cultivate Geospatial Solutions (CGS), LLC has worked with the City of Joliet since 2020 providing solutions for its GIS and Asset Management business needs in the VueWorks Asset Management System. Most CGS staff have worked directly for local or state governments, and all have served many years in delivering Asset Management-based solutions and plans.

Staff requested CGS to provide a proposal for the following scope of work to help further implement VueWorks into daily operations.

- Plant Operations Lock-Out Tag-Out and Confined Spaces Updates
- Administration Training for Administrator
- Meter Work Order Updates
- Data Health Check Analysis
- Discovery Workshops for improvement Opportunities

The Public Service Committee will review this matter.

**CONCLUSION:**

CGS has provided a proposal in an amount not-to-exceed of \$98,000.00 to provide the services identified above.

Section 2-438 of the City of Joliet Code of Ordinances states that purchases over twenty-five thousand dollars (\$25,000.00) may be awarded without written specifications under certain circumstances. Two (2) of these circumstances apply:

- (f) Purchases when authorized by a concurring vote of two-thirds (2/3) of the Mayor and City

Council;

(g) Purchases of professional services.

Sufficient funds exist utilizing the Water & Sewer Operating Fund / Administration / Professional Services (Org 50080010, Object 523300, \$98,000.00).

**RECOMMENDATION:**

Based on the above, it is recommended that the Mayor and City Council approve the Agreement for Professional Services for the 2024 Department of Public Utilities Asset Management Program, in an amount not to exceed \$98,000.00, on behalf of Cultivate Geospatial Solutions, LLC.