

**INDIAN RIVER COUNTY, FLORIDA
MEMORANDUM**

TO: Jason E. Brown, County Administrator

THROUGH: Richard B. Szyrka, P.E., Public Works Director

FROM: James W. Ennis, P.E., P.M.P, County Engineer

SUBJECT: Public Works Engineering Division Project Management Software

DATE: August 2, 2018

DESCRIPTION AND CONDITIONS

In Fiscal Year 2018, the Board of County Commissioners approved a budget for the acquisition of an electronic project management software to allow for needed improvements to the Indian River County Public Works – Engineering Division (IRC-ED) administration of the Capital Improvement Element (CIE) Program including planning/management, design reporting, contract administration, daily inspection reporting, project scheduling, claims avoidance, record retention, invoicing and all other aspects of construction project management.

Staff researched several vendors over the past 16-months to determine the project management software suite that would be the most suitable for the Engineering Division and all of the other staff, consultants, and outside agencies that work with us. The selection criteria that were used to determine software suite were as follows:

- The vendor must develop, implement, host and provide technical support for all elements of the software suite package,
- The software suite must include configurable, native, off-the-shelf modules specific to the project lifecycles.
- The software suite must have at least a 10-year industry history of supporting large infrastructure construction programs for municipal/state agencies
- The software suite must allow for access to be granted to 3rd parties (e.g. designers, consultant, outside municipal agencies, etc.) by IRC-ED Project Management Staff.
- The software suite must be scalable to allow for flexible licensing costs consistent with work program size.

Based on a review of the available project management software suites it was determined that E-Builder would meet or exceed all of the necessary performance requirements. E-Builder holds a GSA contract, through which the software and labor is quoted and for which a Purchase Order can be issued; however, E-Builder requires a supplemental agreement between the County and themselves. As such, IRC-ED is requesting board action.

FUNDING

The initial software package expenditure for installation and implementation is \$150,493.32, with recurring annual software subscription (depending on CIE program size*) as stated in the attached quote. The costs to provide the project management suite will be funded from Secondary Roads Fund (109).

Account Number	Fund/Description	Amount
10924441-035120	Software Subscription	\$44,460.00
10924441-035120	Training	\$10,721.00
10924441-068003	Software-Capital	\$95,313.00
Total		\$150,494.00

RECOMMENDATION

Staff requests the Board authorize the Chairman to execute the agreement, for \$150,493.32 for the software suite implementation and initial year license fee, and recurring annual software license fee of \$44,459.49/year.

ATTACHMENT

1. E-Builder GSA Task Order
2. E-Builder GSA Contract

APPROVED AGENDA ITEM FOR AUGUST 14, 2018