



**COUNTY OF SAN MATEO**  
Inter-Departmental Correspondence  
Public Works



**Date:** December 15, 2015  
**Board Meeting Date:** January 26, 2016  
**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors

**From:** James C. Porter, Director of Public Works

**Subject:** Amendment to the agreement with Trimble Navigation Limited for the Integrated Workplace Management System

**RECOMMENDATION:**

Adopt a resolution authorizing an amendment to the agreement with Trimble Navigation Limited, to continue providing technical support for the Integrated Workplace Management System, extending the term for three years through February 9, 2019, and increasing the amount by not more than \$147,354 to an amount not to exceed \$292,704.

**BACKGROUND:**

In May 2010, following the recommendation of the County's Workplace Standards Committee, the County entered into an agreement with Manhattan Software for CenterStone, a Facility Management Application, also known as an Integrated Workplace Management System (IWMS).

The County drafted a Facility Master Plan which among other things, recommended that we maintain an updated inventory of real property assets leased or held by the County, document work locations for employees for crisis communications, create a central location for information about all County-owned or leased properties, create cost savings through efficiencies in space reduction due to more strategic space planning, and introduce new workspace standards (and sustainability goals).

On May 24, 2011, your Board adopted Resolution 071393, accepting the County's Facility Master Plan, which recommended the purchase and use of an IWMS.

In 2013, the Department of Public Works (Department) entered into a renewal agreement with Manhattan Software for CenterStone Software-as-a-Service (SaaS), for a maximum amount of \$91,650, for the term February 10, 2013 through February 9, 2015.

The contract includes the option to extend the agreement for one year at the same annual cost of \$45,825; and an additional three-year extension which will have an annual cost adjusted to the lesser of the current CPI index, or 5%.

In April 2014, the Department amended the agreement for \$7,875 to provide automated integration of Human Resources data into the IWMS, thus increasing the contract amount to \$99,525.

In October 2014, Manhattan Software was acquired by the Trimble Navigation Limited (Trimble). At the request of Trimble, the Department signed an assignment letter acknowledging the change. The acquisition did not change any of the material terms and conditions of the agreement.

In January 2015, the Department amended the agreement to extend the term for an additional year at the rate of \$45,825.

**DISCUSSION:**

The Department is requesting your Board approve the amendment to extend the term for an additional three years as outlined in the original agreement, at the current CPI rate or 5% whichever is less. Currently the CPI index is 2%, which would increase the annual rate to \$46,742 through February, 2017. Future years have been calculated at the maximum rate of 5% to ensure there is adequate funding in the agreement should the CPI exceed the cap of 5%. The total anticipated rate of the annual adjustment over the three-year term is \$147,354.

This extension will allow the Department to exercise the renewal options of the original agreement, and maintain the contract at a lower overall cost, while continuing the IWMS implementation. A new contract negotiated with Trimble Navigation Limited would result in much higher support costs.

ISD has reviewed and approved the IT component of this amendment.

County Counsel has reviewed and approved the resolution and amendment as to form.

This agreement contributes to the Shared Vision 2025 outcome of a Collaborative Community by improving the utilization of existing real estate assets through inter-departmental coordination of space and resources.

**FISCAL IMPACT:**

The amended term of the Agreement will be February 10, 2013 through February 9, 2019. This Amendment will increase the not-to-exceed amount of the agreement by \$147,354 to \$292,704.

Funding for maintaining the program is included in the Capital Projects budget.