



Legislation Text

File #: 07-1649, **Version:** 1

Transportation Department recommending Chairman be authorized to sign Agreement for Services AGMT 07-1396 with Kelly Cuthbertson, dba Cuthbertson Project Management, in the amount of \$60,000 for the term February 12, 2008 through February 11, 2010 to provide Primavera software installation, configuration, implementation and support to the Department's Tahoe Engineering Division and adopt recommended findings.

RECOMMENDED ACTION: Approve.

FUNDING: Road Fund.

BUDGET SUMMARY:		
Total Estimated Cost		\$60,000.00
Funding		
Budgeted	\$60,000.00	
New Funding	\$	
Savings	\$	
Other	\$	
Total Funding Available	\$60,000.00	
Change To Net County Cost		\$0.00

Fiscal Impact/Change to Net County Cost:

The Transportation Department (Department) included \$60,000.00 in its FY 2007/2008 budget for this Agreement. Funding will initially be provided by the Road Fund and recovered from various Erosion Control grants as an indirect charge. There is no Net County Cost associated with this item.

Although the Department budgeted the entire amount of this Agreement in FY 2007/2008, there is a need to coordinate the Department's system with Tahoe's regional system, and the Department is unsure of the exact duration of this effort. There is a possibility that the work will extend beyond this fiscal year. Therefore, the Department proposes a two-year term for this Agreement and some of the budgeted monies may need to be carried over into subsequent fiscal years.

Reason for Recommendation:

The Department is proposing to enter into an Agreement with Kelly Cuthbertson, dba Cuthbertson Project Management (Cuthbertson). Under this Agreement, Cuthbertson will direct and assist in the installation, configuration, implementation and support for Tahoe Engineering Division (TED) staff on the newly acquired Primavera project management software.

Cuthbertson has expertise in scheduling logic of Work Breakdown Structure (WBS) systems and how

they interface with the different elements of a project management system. The Department's goal is to have a strategically logical and efficient project management system.

Cuthbertson is the Primavera-identified Northern California consultant for Primavera software. If the Department would have requested these services as part of the Primavera software purchase, Primavera would have contracted with Cuthbertson, resulting in a markup to the Department.

Utilizing Primavera project management software, the Department collaborated with the Tahoe Regional Planning Agency (TRPA) in the development of a Pilot Program to manage the Tahoe Basin's Environmental Improvement Program (EIP) at the regional and local level. The Tahoe Basin agencies involved in EIP project delivery collectively chose Primavera as the standard project management software to meet coordinated EIP program management objectives in the Tahoe Basin. Cuthbertson provided guidance to TED and TRPA staff during the Pilot Program. Therefore, Cuthbertson has extensive knowledge of the TED's EIP and its project management software needs.

The implementation of this software and related programming is vital to the continued success and productivity of the TED. Based on the size and complexity of the TED's EIP, the TED requires a database-centric enterprise-level planning and scheduling tool. El Dorado County's (County) current standard for project management software, Microsoft Project, is not adaptable to the regional enterprise-level needs established by the TRPA.

The Department discussed this proposed Agreement with the County's Information Technologies (IT) Department Director. The IT Department does not possess the required Primavera expertise and does not support this software package. As this Agreement covers the initial Primavera installation, configuration, implementation and support, it is not economically feasible or practical to either specifically hire or have a current County employee learn the software as an alternative to this Agreement. The Department's need for these services is temporary, and this is a one-time effort.

The Department recommends the Board make findings pursuant to Article II, Section 210 b (6) of the El Dorado County Charter that the ongoing aggregate of work to be performed is not sufficient to warrant the addition of permanent staff.

The El Dorado County Employees Association, Local # 1, has been informed of this Agreement.

Action to be taken following Board approval:

- 1) The Chairman will sign the two (2) originals of AGMT # 07-1396 with Cuthbertson.
- 2) The Board Clerk will forward a fully-executed original to the Department.
- 3) Upon receipt, the Department will forward the fully-executed Agreement to Cuthbertson and retain a copy for its files.

Contact:

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Director of Transportation

Concurrences: Approved by County Counsel and Risk Management