

**Metropolitan Domestic Water Improvement District
Board of Directors Meeting**

April 11, 2016

Award for Reliability Centered Maintenance Consulting Services

Synopsis

The Board of Directors is requested to award the Reliability Centered Maintenance (RCM) Consulting Services with Reliasoft to work with staff using the RCM ++ software in performing an RCM analysis for the District wells.

Background

On September 14, 2015 the Board of Directors approved the award for the purchase of Asset Management Software and Hardware. The Asset Management Software consisted of implementation of Maintenance Connection as the computerized maintenance management system (CMMS) and Reliasoft for the RCM analysis software. The CMMS keeps records of the District's assets and the maintenance performed on each of the assets. The RCM software is the tool utilized to do in depth analysis to determine what maintenance should be performed and when it should be performed. The focus is to do the correct maintenance at the right time for the best use of the asset as well as the best use of the funding available.

Issues

The Board approved \$107,165.00 in the 2016 budget for the CMMS / Asset Management deployment. The CMMS with Maintenance Connection and the purchase of the RCM software from Reliasoft expended \$70,358.51. The remaining balance is \$36,806.49.

When the CMMS / Asset Management was requested in the 2016 Budget, staff had evaluated different software vendors to determine the most appropriate one for the District based on capability and costs. The combination of Maintenance Connection and Reliasoft was selected. Part of the costs included in the budget request total of \$107,165.00 was \$30,000.00 for Reliasoft to assist the District in developing an RCM analysis for a specific asset. This would allow the District to implement the RCM at a faster pace by having Reliasoft walk staff through a complete analysis gaining more experience with their software, the RCM process, as well as having completed maintenance tasks for an asset.

Reliasoft will provide a facilitator to work with Subject Matter Experts (SME's) from selected Metro Water District employees. The SME's will provide their expertise regarding specified assets and the analysis data will be captured in RCM++ software.

Once the analysis is completed the facilitator will walk through the analysis with the SME team to validate the findings. After validation the findings will be used to prepare a "Practices Document." This document will be developed into a standard template and a hard and soft copy (the soft copy will be imported into Maintenance Connection – CMMS).

At the end of the analysis, Metro Water District will receive the following deliverable: One (1) RCM2 Practices Document (including relevant operating context descriptions of the asset and its maintenance tasks).

The consultant services will be approximately 120 hours in performing an RCM analysis of a District facility. Although this analysis is set up for one facility it will have similar assets as the District's other facilities. The maintenance tasks can then be modified to fit the other sites. It will still require staff time in the analysis and modifying the tasks; however, the process will have a solid base allowing it to move quicker than it otherwise would. The cost proposal for the 120 hours plus travel comes up to \$36,000.00. Proposal and scope of work is attached.

Staff Recommendation

Staff is recommending that the Board award the RCM Consultant Services with Reliasoft in the amount not to exceed \$36,000.00.

Suggested Motion

I move to award the RCM Consultant Services with Reliasoft in the amount not to exceed \$36,000.00.

Respectfully submitted,

Steven D. Shepard,
Utility Superintendent

I concur with the above-noted recommendation.

Respectfully submitted,

Joseph Olsen, P.E.
General Manager