



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 8/24/2021

ALL

Item Creation Date: 7/20/2021

25MSCL136 – Professional Services Contract – Accruent, LLC – Facility Condition Assessment Services and Related Software

Agenda Item#: 44.

Summary:

ORDINANCE appropriating the sum of \$1,249,000.00 out of the General Improvement Consolidated Construction Fund and the sum of \$441,000.00 out of the Equipment Acquisition Consolidated Fund; approving and authorizing a contract between the City of Houston and **ACCRUENT LLC** for facility condition assessment services and related software for the General Services Department; providing a maximum contract amount

Background:

RECOMMENDATION: Approve a professional services contract for Facility Condition Assessment Services and Related Software and appropriate funds for the project.

SPECIFIC EXPLANATION: The General Services Department (GSD) recommends that City Council approve a professional services contract with Accruent, LLC for a city-wide facilities condition assessment of approximately 318 city-owned building locations including police and fire stations, libraries, health and multi-service centers and general government facilities, up to the maximum contract amount of \$1,815,000.00. The assessment will identify the current condition of the city's buildings and their components, provide information on the useful remaining life of the building systems, identify and prioritize major maintenance deficiencies and provide cost estimates for repair or replacement of facilities upgrades. Council will be requested to approve additional funds for software services and any additional deficiency assessments that are required.

On August 28 and September 4, 2020, GSD advertised a Request for Proposals (RFP) for Facility Condition Assessment Services and Related Software. The Proposals were due on December 10, 2020, and eight firms responded. A selection committee comprised of Police, Fire, Library, Health, and GSD representatives evaluated and ranked the proposals based on the following criteria: proposer's experience, proposed key personnel's experience, technical approach and management plan for facility condition assessment services, proposed software and systems, sample deliverables, and fee proposal. The selection committee short-listed and interviewed four firms. Accruent, LLC received the highest points based on the advertised criteria and offers the best value for the City.

PROJECT LOCATION: City-wide

PROJECT DESCRIPTION: The project consists of condition assessments of City facilities to identify and document conditions, including deficiencies, recommend corrections with accompanying cost estimates and forecast future facility renewal costs. The scope of work will also include the implementation and maintenance of an integrated capital planning management system (CPMS), computerized maintenance management system (CMMS), and project management system.

SCOPE OF CONTRACT AND FEE: Under the term of the contract, the consultant will perform facility condition assessments for city-owned buildings for a unit price fee. The buildings will be assigned to the consultant on a work order basis.

The following amounts are based on the funds currently identified in the FY22 Capital Improvement Plan (CIP) and GSD's FY22 General Fund Operating Budget.

\$ 1,115,293.00	Facility Condition Assessment & Related Services
\$ 699,707.00	Proprietary Software
\$ 1,815,000.00	Total Funding

M/WBE PARTICIPATION: A 4% contract specific MWBE goal has been established for this contract, excluding the proprietary software. Although a 4% goal was established for this contract, the contractor has submitted an MWBE participation plan with a 24% MWBE goal. The contractor has submitted the following certified firm to achieve the goal.

Firm	Work Description	Amount	% of Contract
Sunland Group, Inc	Facilities Condition Assessment Services	\$267,670.00	24%

PAY OR PLAY PROGRAM: The proposed contract requires compliance with the City's "Pay or Play" Ordinance regarding health benefits for employees of City contractors. In this case, the contractor provides health benefits to eligible employees in compliance with

City policy.

HIRE HOUSTON FIRST: The proposed contract requires compliance with the City's 'Hire Houston First' (HHF) Ordinance that promotes economic opportunity for Houston businesses and supports job creation. In this case, Accruent, LLC is not a designated HHF company, but they were the successful awardee without application of the HHF preference.

FISCAL NOTE: Funding for this item is included in the FY2022 Adopted Budget, therefore no Fiscal note is required as stated in the Financial Policy.

CIP FISCAL NOTE: No Significant Fiscal Operating Impact is anticipated as a result of this project.

Capital Project Information: See the attached Form A for a breakdown of capital costs.

WBS No: D-000226, X-250002

DIRECTOR'S SIGNATURE/DATE:

DocuSigned by:

C. J. Messiah Jr 8/19/2021

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C. J. Messiah, Jr.
General Services Department

Amount of Funding:

\$ 1,249,000.00	General Improvement Consolidated Construction Fund (4509)
\$ 441,000.00	Equipment Acquisition Consolidated Fund (1800)
\$ 125,000.00	General Fund (1000)
\$ 1,815,000.00	Total Funding

Contact Information:

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ATTACHMENTS:

Description	Type
25MSCL136 - CIP Form A's	Backup Material
25MSCL136 - SAP	Backup Material
25MSCL136 - Form 1295 Revised	Backup Material
Contract	Contract/Exhibit
Delinquent Tax Report	Backup Material
Coversheet (FINAL)	Signed Cover sheet
Revised ordinance	Ordinance/Resolution/Motion
Funding Source	Financial Information