



**COMMISSION
AGENDA MEMORANDUM**

Item No.

8h

ACTION ITEM

Date of Meeting

February 8, 2022

DATE: January 28, 2022

TO: Stephen P. Metruck, Executive Director

FROM: Krista Sadler, Director Technology Delivery

SUBJECT: Maximo Technical Services Contract Authorization

Contract Value: \$1,000,000

ACTION REQUESTED

Request Commission authorization for the Executive Director to execute an indefinite delivery, indefinite quantity (IDIQ) contract for Maximo technical services as needed to support projects and operations for a total amount not-to-exceed \$1,000,000, with a contract ordering period not-to-exceed five years. There is no funding request associated with this authorization.

SUMMARY

Several hundred employees in Aviation Maintenance, Maritime Maintenance, and the Airport Communications Center rely upon the IBM Maximo system and associated systems for scheduling and mobility to track and manage assets, parts inventories, work orders, and incidents. In the next few years, several projects are forecasted to improve asset management processes supported by these applications. Procuring a single Maximo technical services IDIQ contract to be used by all organizations will allow the Port to meet the needs of the planned projects in a timely and more cost-effective manner.

The assistance of a firm with Maximo configuration and development expertise, selected via a competitive procurement, is critical in delivering these important enhancements. IDIQ contracts provide the Port with the flexibility to meet business requirements as they arise by issuing individual service directives to accomplish tasks within a general, pre-defined scope of work on an as-needed basis for a fixed period and a maximum contract amount. Funding for these services will be included in capital projects and organization operating budgets. ICT is working with the Diversity in Contracting Department to determine the appropriate women-and-minority-owned business enterprise (WMBE) aspirational goal.

There are no attachments to this memo.