

**SUBMITTAL TO THE FLOOD CONTROL AND WATER CONSERVATION DISTRICT BOARD  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

5128



**FROM:** General Manager-Chief Engineer

**SUBMITTAL DATE:**  
July 17, 2012

**SUBJECT:** Software Maintenance and Support Select Subscription  
Bentley Systems, Incorporated

**RECOMMENDED MOTION:**

1. Approve the sole source software maintenance and support contract between the District and Bentley Systems, Incorporated;
2. Approve a 3-year optional renewal plan; and
3. Direct the Purchasing Department to issue a purchase order on behalf of the District.

**BACKGROUND:**

District staff has been utilizing computer aided design and drafting (CADD), plotting and civil engineering software from Bentley Systems, Incorporated for over 22 years and is a primary tool for the engineers and technicians. With these software products the technical staff designs channels, produces records of survey, generates topographical maps and subsequently plots these to paper maps.

Continued to Page 2

LV:vw

**WARREN D. WILLIAMS**  
General Manager-Chief Engineer

<b>FINANCIAL DATA</b>	Current F.Y. District Cost:	\$48,500.00	In Current Year Budget:	Yes
	Current F.Y. County Cost:	\$0	Budget Adjustment:	No
	Annual Net District Cost:	\$0	For Fiscal Year:	12-13

<b>SOURCE OF FUNDS:</b> 48080 947320 523840 Data Processing Computer Equipment - Software	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input type="checkbox"/>

**C.E.O. RECOMMENDATION:**

APPROVE

BY:   
Michael R. Shetler

**County Executive Office Signature**

Policy  
 Policy  
 Consent  
 Consent  
 Dept't Recomm.:  
 Per Exec. Ofc.:

**MINUTES OF THE FLOOD CONTROL AND WATER CONSERVATION DISTRICT**

On motion of Supervisor Buster, seconded by Supervisor Ashley and duly carried, IT WAS ORDERED that the above matter is approved as recommended.

**Ayes:** Buster, Benoit and Ashley  
**Nays:** None  
**Absent:** Tavaglione and Stone  
**Date:** July 17, 2012  
**xc:** Flood, Purchasing

Kecia Harper-Ihem  
 Clerk of the Board  
 By:   
 Deputy

Prev. Agn. Ref.: District: ALL Agenda Number:

ATTACHMENTS FILED WITH THE CLERK OF THE BOARD

11.9

BY:   
JEANINE J. REY  
FISCAL PROCEDURES APPROVED  
WAN M. CHAND, FINANCE DIRECTOR  
6/21/2012

**FLOOD CONTROL AND WATER CONSERVATION DISTRICT BOARD SUBMITTAL  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

**SUBJECT:** Software Maintenance and Support Select Subscription  
Bentley Systems, Incorporated

**SUBMITTAL DATE:** July 17, 2012

**Page 2**

**BACKGROUND contd.:**

By renewing the Select Subscription through Fiscal Year 2012-2013 we will continue to receive technical assistance for software issues or for assistance with new features either through e-mail, telephone or online. Additionally, through the Select Subscription we can make use of the pooled licensing feature so that the software can be installed on more engineering workstations without having to buy more licenses.

This is a sole source purchase since the software is proprietary to Bentley Systems, Incorporated and no other supplier provides software upgrades, license renewals and technical support for Microstation, InterPlot and InRoads software.

The cost of the Bentley Select Subscription is fair and reasonable as CMAS pricing has been quoted.


**FINANCIAL:**

Funds for the software maintenance and support contract are included in the District's Data Processing budget for FY 2012-13.



**M E M O R A N D U M**  
 RIVERSIDE COUNTY FLOOD CONTROL  
 AND WATER CONSERVATION DISTRICT

**DATE:** June 21, 2012

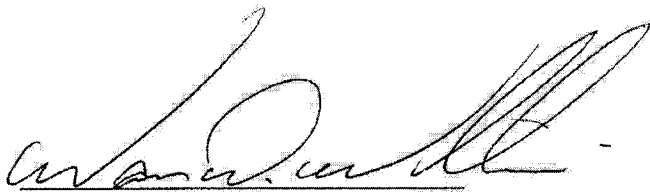
**TO:** Board of Supervisors  
**VIA:** Purchasing Agent  
**FROM:** Warren D. Williams, General Manager-Chief Engineer   
**RE:** Sole Source Procurement  
 Request for Software Maintenance and Support Select Subscription – Bentley Systems Inc.

The below information is provided in support of my Department requesting approval for a sole source.

1. **Supply/Service being requested:** Software Maintenance and Support Select Subscription
2. **Supplier being requested:** Bentley Systems Inc.
3. **Alternative suppliers that can or might be able to provide supply/service:** The software is proprietary to Bentley Systems, Incorporated and no other supplier provides software upgrades, license renewals and technical support for Microstation, Iplot and other Bentley engineering software.
4. **Extent of market search conducted:** No other vendors were researched as Bentley Systems is the only vendor that provides this maintenance and software subscription.
5. **Unique features of the supply/service being requested from this supplier, which no alternative supplier can provide:** Through the Select Subscription we will continue to receive technical assistance for software malfunctions or for assistance with new features either through e-mail, telephone or online. Additionally, through the Select Subscription we can make use of the pooled licensing feature so that the software can be installed on more engineering workstations without having to buy more licenses.
6. **Reasons why my department requires these unique features and what benefit will accrue to the county:** The District staff has been utilizing computer aided design and drafting (CADD), plotting and civil engineering software from Bentley Systems for over 21 years and is a primary tool for the engineers and technicians. These software products streamline the staff's daily work flow as they design channels, produce records of survey, generate topographical maps and subsequently plot these to paper maps. We have also developed some custom applications with Visual Basic that work specifically within Microstation CADD that automate some functions for the mapping and engineering groups.

TO: Board of Supervisors  
VIA: Purchasing Agent  
FROM: Warren D. Williams, General Manager-Chief Engineer  
RE: Sole Source Procurement  
Request for Request for Software Maintenance and Support Select Subscription  
Bentley Systems Inc.

- 7. **Price Reasonableness:** The cost of the Bentley Select Subscription is fair and reasonable as CMAS pricing has been quoted. FY 11-12 \$45,225.73 vs. FY 12-13 \$46,000.00
- 8. **Does moving forward on this product or service further obligate the county to future similar contractual arrangements?** No.
- 9. **Period of Performance:** July 1, 2012 to June 30, 2013  
RCIT approved June 14, 2012, No. 24259
- 10. **Provide a defined period of performance. Please note multi-year terms require Board approval, unless renewable in one year increments and the Purchasing Agent approves the terms.** This is a one year agreement from July 1, 2012 to June 30, 2013

  
Department Head Signature

6/21/12  
Date

Purchasing Department Comments:

Approve

Approve with Condition(s)

Disapprove

  
Purchasing Agent

6-21-12  
Date

LV:vw:rlp

*Not to exceed \$46,000 per year*

*Approval # 13-016*



**RIVERSIDE COUNTY INFORMATION TECHNOLOGY PROCUREMENT FORM**  
To be completed for all departmental purchases of IT systems, services or renewals

24259  
Tracking Number for  
Internal Use Only

6/7

<b>REQUESTED PURCHASE:</b>		<b>SOFTWARE MAINTENANCE RENEWAL FOR BENTLEY'S MICROSTATION CADD, ENGINEERING DESIGN AND PLOTTING SOFTWARE</b>	
<b>DEPARTMENT/AGENCY:</b>		<b>RIVERSIDE COUNTY FLOOD CONTROL AND WATER CONSERVATION DISTRICT</b>	
<b>CONTACT NAME/PHONE:</b>		<b>LETICIA VILLELA / 951 955-1256</b>	
<b>PURCHASE REQUEST:</b>		<input type="checkbox"/> NEW EQUIPMENT/SERVICES <input type="checkbox"/> UPGRADE <input type="checkbox"/> REPLACEMENT	
<b>PURCHASE TYPE:</b>		<input type="checkbox"/> PROFESSIONAL SERVICES <input checked="" type="checkbox"/> SOFTWARE <input type="checkbox"/> HARDWARE <input checked="" type="checkbox"/> RENEWAL	
<b>DESCRIBE REQUESTED PURCHASE</b>	Annual software maintenance renewal for Bentley's Microstation CADD, InRoads engineering design and Interplot plotting software. Maintenance covers technical support and software updates.		
<b>BUSINESS NEEDS ADDRESSED</b>	<p>The District engineering staff has been utilizing computer aided design and drafting (CADD), plotting and civil engineering software from Bentley Systems, Incorporated for over 24 years and is a primary drafting tool for the engineers and technicians. These software products streamline the staff's daily work flow as they design channels, produce records of survey, generate topographical maps and subsequently plot these to paper maps. We have also developed some custom applications with Visual Basic that work specifically within Microstation CADD that automate some functions for the mapping and engineering groups. To continue receiving software upgrades and patches we need to renew our Select Subscription with Bentley Systems for Fiscal Year 2012-13.</p> <p>Through the Select Subscription we will receive technical assistance for software malfunctions or for assistance with new features either through e-mail, telephone or online. Additionally, through the Select Subscription we can make use of the pooled licensing feature so that the software can be installed on more engineering workstations without having to buy more licenses.</p> <p>This is a sole source purchase since the software is proprietary to Bentley Systems, Incorporated and no other supplier provides software upgrades, license renewals and technical support for Microstation, InterPlot and InRoads software.</p>		
<b>ARE THERE ANY OTHER COUNTY SYSTEMS THAT PROVIDE THE SAME FUNCTIONALITY?</b>		<input type="checkbox"/> NO <input type="checkbox"/> YES <input checked="" type="checkbox"/> UNKNOWN	
<b>BUSINESS CRITICALITY</b>		<b>BUSINESS IMPACT (SELECT ALL THAT APPLY)</b>	
<input checked="" type="checkbox"/> Run the business <input type="checkbox"/> Grow the business <input checked="" type="checkbox"/> Transform the business		<input checked="" type="checkbox"/> Support current operations <input checked="" type="checkbox"/> Reduce Expenses <input checked="" type="checkbox"/> Improve Customer Service <input checked="" type="checkbox"/> Improve Operational Efficiencies	



**RIVERSIDE COUNTY INFORMATION TECHNOLOGY PROCUREMENT FORM**  
To be completed for all departmental purchases of IT systems, services or renewals

24259

Tracking Number for  
Internal Use Only

<b>BUSINESS RISKS</b>	Financial: None, this is a budgeted item. Operational: None. Customer: None, already using the software.																												
<b>ALTERNATIVE SOLUTIONS</b>	1. [Solution] 2. [Solution] 3. [Solution]																												
<b>TRANSACTION</b>	<input checked="" type="checkbox"/> Cash Purchase <input type="checkbox"/> Lease Purchase    Lease Years: _____																												
<b>PURCHASE COSTS</b>	<b>COST BENEFIT ANALYSIS</b>																												
Hardware: \$	<table border="1"> <thead> <tr> <th></th> <th>ALTERNATIVE STATUS QUO</th> <th>ALTERNATIVE</th> <th>ALTERNATIVE</th> </tr> </thead> <tbody> <tr> <td>Current Annual Cost</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Ongoing Annual Cost</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Annual Cost Savings</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Net Annual Savings</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Project Implementation Cost</td> <td></td> <td></td> <td></td> </tr> <tr> <td>TOTAL COST: \$46,000.00</td> <td>Project Payback Period? yrs</td> <td></td> <td></td> </tr> </tbody> </table>		ALTERNATIVE STATUS QUO	ALTERNATIVE	ALTERNATIVE	Current Annual Cost				Ongoing Annual Cost				Annual Cost Savings				Net Annual Savings				Project Implementation Cost				TOTAL COST: \$46,000.00	Project Payback Period? yrs		
		ALTERNATIVE STATUS QUO	ALTERNATIVE	ALTERNATIVE																									
Current Annual Cost																													
Ongoing Annual Cost																													
Annual Cost Savings																													
Net Annual Savings																													
Project Implementation Cost																													
TOTAL COST: \$46,000.00	Project Payback Period? yrs																												
Software: \$46,000.00																													
Labor: \$																													
Department Head Signature: <i>Steve Thomas</i>	Date: <i>6-6-12</i>																												

**RCIT RECOMMENDATION - For purchases and renewals under \$100,000**

Recommended:  Yes     No (Non-recommended requests submit to TSOC)

By: \_\_\_\_\_ **RCIT - APPROVED** Date: *6/14/12*

Chief Information Officer Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**RCIT explanation for non-recommended requests**

**TSOC RECOMMENDATION - For purchases and renewals over \$100,000 and RCIT approved**

Recommended:  Yes     No (In no, provide explanation below)

TSOC Chair Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**TSOC explanation for denied requests**