

COUNCIL REPORT

M&C No.	2018-334
Report Date	November 26, 2018
Meeting Date	December 03, 2018
Service Area	Finance and Administrative Services

His Worship Mayor Don Darling and Members of Common Council

SUBJECT: Agreement Pubic Sector Digest Inc.

OPEN OR CLOSED SESSION

This matter is to be discussed in open session of Common Council.

AUTHORIZATION

Primary Author	Commissioner/Dept. Head	Acting City Manager
<i>Craig Lavigne</i>	<i>Cathy Graham/Kevin Fudge</i>	<i>Neil Jacobsen</i>

RECOMMENDATION

That Common Council adopt the following resolution:

“Resolved that Common Council authorize the Mayor and Common Clerk to sign the attached agreement with Public Sector Digest Inc.”

EXECUTIVE SUMMARY

The City of Saint John currently uses CityWide software to manage its inventory of tangible capital assets for accounting purposes. Staff would like to utilize this info and software, along with asset information in its GIS system to better coordinate asset information as part of the Asset Management project.

Public Sector Digest Inc. requires the attached agreement signed to add the GIS module and move forward with this next step of the asset management project.

PREVIOUS RESOLUTION

N/A

STRATEGIC ALIGNMENT

The addition of this software module in process aligns with the Asset Management Plan currently underway.

REPORT

This City of Saint John uses CityWide software to manage its inventory of tangible capital assets for accounting purposes. Staff would like to utilize this info and software, along with asset information in the GIS system to better coordinate asset information as part of the Asset Management project. CityWide has a module that will allow data to flow from the GIS system into the asset inventory system.

The implementation of this module will allow for better management of the City's assets by using a central system for all the data. The coordination of asset data was identified as part of the asset management plan.

The total cost of implementing this module will be \$8,100 plus HST along with an annual license fee of \$1,500.

SERVICE AND FINANCIAL OUTCOMES

The implementation of this software will allow for an integrated approach to reviewing and updating asset management information with a cost of implementation of \$8,100 plus HST and an annual license fee of \$1,500. These funds are available in the Finance budget.

INPUT FROM OTHER SERVICE AREAS AND STAKEHOLDERS

Finance has reviewed this software module with input and support from GIS and the Asset Management team.

ATTACHMENTS

CityWide GIS Software Agreement