



**Meeting Date:** February 17, 2021  
**Submitted by:** Tiffany Farrell, Director of Corporate Services  
**Report No:** CPS-06-2021  
**Subject:** Asset Management Software

---

**Recommendation:**

THAT Report CPS-06-2021 dated February 17, 2021 re: Municipality's Asset Management Software be received;

AND THAT Council approves the purchase of the Dude Solutions Software at an initial cost of \$19,962.60 for 2021 and \$12,846 for the annual renewal which will accounted for in the annual budget;

AND FURTHER THAT Council delegate authority to the Director of Corporate Services/Treasurer to execute all related service agreements with Dude Solutions.

**Purpose:**

The purpose of this report is to provide Council with an update on the Municipality's asset management program and associated software purchase.

**Background:**

When passing O.Reg. 588/17, the objective of the Province was to ensure that municipalities put in place Asset Management Plans. Watson's and Associates has been working with staff at Middlesex Centre in preparing the municipal asset management plan over the past few years. The data and the plan are being finalized and will be presented to Council in March/April 2021 and will meet all requirements of the regulation.

Middlesex Centre currently stores all asset data in excel workbooks. At the present time, the excel workbooks work with our Assetic financial predictor software; however, as an organization, the Municipality is outgrowing the excel workbooks and needs to proceed with the purchase of an asset management software solution. Furthermore, excel is limited in the area of asset workflows that would allow department heads to manage their respective assets in a timely and effective manner.

**Analysis:**

To date, the Municipality has been working with Watsons & Associates on updating and improving our asset management plan. There have been considerable improvements to many aspects of our plan, and staff are in the final stages of completion of the plan and ready to begin the software implementation. The software implementation and eventual use will allow municipal staff to keep the asset information up to date and better manage the assets. The asset management program at the Municipality will be a joint venture between all departments as lead by the Director of Public Works and Engineering (managing the assets, maintenance of the assets and analytics) and the Director of Corporate Services (financing strategy for assets).

#### Asset Management Systems Review

Staff reviewed three software packages over 2020:

1. Dude Solutions – Asset Essentials Enterprise package which includes all types of assets owned by the Municipality, analytics, inventory and work order management (maintenance model) for an implementation cost of \$7,116 and annual subscription fees of \$12,846.60 for a total of \$19,962.60. The annual cost to the Municipality for the maintenance of this software is \$12,846.60, as stated above. Dude Solutions owns Assetic Predictor software which is the Municipality's asset management financial software, therefore these two systems work well together and compliment each other. This company is relatively new to the Canadian market, however all reference checks (Niagara Parks and North Perth) came back positive.
2. City Wide – This is the software solution used by many of the lower tiers in the County of Middlesex. The software is split into two packages. The first package is the Asset Manager package which is approximately \$15,000 to implement and license fees of \$10,500 for a total of \$25,500. The second package is the maintenance manager with a standard implementation cost of \$20,000 (with advanced implementation up to approx. \$90,000 more) and license fees of \$29,950 for a total of \$49,950 for the basic implementation. Overall, the two packages would be \$75,450 minimum, then annual subscription costs of \$20,950. Overall, this software would be consistent with what others in the County are using, but the cost is significantly higher.
3. Municipal Data Works (Marmak) - In 2005 OGRA worked collaboratively with the Ontario Ministry of Transportation (MTO) to derive an asset management solution, with the result being an asset management repository called Municipal Data Works (MDW). This system presently maintains some of the municipal bridge and culvert data, however it is mainly an asset repository and does not have the same workflow capacity as the other two software solutions. This software was a complimentary system, however it does not meet the overall needs of the Municipality.

With the above information and multiple meetings and demonstrations, staff have finalized the selection of an asset management and work order system that will compliment our financial modeling software Assetic Predictor. This software system is Dude Solutions - Asset Essentials. The implementation of the new system will commence in 2021 and will be led by the Municipality's Public Works and Engineering Department.

In 2020, the County of Middlesex underwent a digital transformation exercise, and asset management was one of the items analyzed. One of the recommendations of that exercise is for all the municipalities in the County to use an asset management software, and if possible the same software solution. Currently many of the lower tiers are utilizing City Wide as an asset management software; however, based on the opinion of the municipal team, Dude Solutions has the equivalent capabilities and user friendly environment and is significantly more cost effective.

#### **Financial Implications:**

Based on the 3 year contract option:

Implementation costs in year 1 - \$7,116

Annual subscription fee year 1-3 - \$12,846

Total cost for 2021 \$19,962.60 (included in the 2021 budget)

#### **Strategic Plan:**

This matter aligns with following strategic priorities:

- Sustainable Infrastructure and Services

The purchase of asset management software responds directly to Objective 4.3—Continue with our asset management plan and apply a financial sustainability lens to all municipal assets and infrastructure. The system will assist in maintaining the asset information and communicating future decisions to Council and the public.

#### **Attachments:**

N/A