

STAFF REPORT

SUBJECT: Project Management Database

MEETING DATE: September 21, 2006

AGENDA ITEM: 6E

STAFF CONTACT: Steve VanDenburgh

RECOMMENDATION:

Authorize the Executive Director to execute a one year contract with Ecointeractive, Inc. for \$25,000 to implement and maintain a project management database for SBCAG and its member agency staffs.

SUMMARY:

SBCAG is currently responsible for maintaining cost, scope, budget, schedule, and funding program data on \$430 million worth of active projects that fall within the rolling five year horizon of the Federal Transportation Improvement Program. Projects are funded from nearly 50 different federal, state regional and local funding categories. Project information is maintained in various databases managed by several agencies including SBCAG, Caltrans, and Federal Transit Administration. This hodgepodge of data management tools is highly inefficient, prone to error, dependent on staff research of old board actions, and inaccessible to local agency staff. SBCAG staff is recommending that the Board authorize the executive director to approve a one year contract with EcoInteractive, Inc. for use of the software "ProjectTrak", which provides a comprehensive project database. With ProjectTrak, SBCAG and the local agency staffs will be able to more effectively manage the programming data associated with individual projects. Implementation of the database is included in SBCAG's FY 06/07 Overall Work Program and budget.

DISCUSSION:

EcoInteractive, Inc. has developed a software product called ProjectTrak to manage and track the programming data for all projects included in SBCAG's Regional Transportation Plan (RTP), Regional Transportation Implementation Plan (RTIP) and Federal Transportation Implementation Plan (FTIP). Other projects which are not in those documents, such as local projects in the Measure D Program of Projects, could also be included in the database. Once loaded with all project programming information, ProjectTrak will enable SBCAG staff and local agency staff to easily track, monitor, and update project progress and amendments. Local staff would be able to view the database through an internet link on their desktop computers and print reports depending on funding source and lead agency. Any questions, comments, concerns, or requests for amendments to project programming could be e-mailed to SBCAG staff from within the database system. In addition, ProjectTrak is designed to interface directly with the State's own project database system called CTIPs. Every morning, the ProjectTrak system uploads changes to project information into the state's database so that our partners at Caltrans can view current information on our region's projects. Ecointeractive is working with the Federal Transit Administration to get approvals to allow ProjectTrak to upload information

into the TEAM database which tracks transit funding, and SBCAG staff is hopeful that they will be able to overcome federal security concerns to allow that to happen.

Currently, SBCAG staff is managing the project programming data through various Excel spreadsheets and tables, communications with the local agencies, communications with Caltrans staff, and interaction with the State's CTIPs database. With the introduction of ProjectTrak SBCAG will effectively be creating a "one-stop-shopping" environment for both SBCAG and local agency staff wanting to view or amend project programming data. This approach will create great efficiencies between agencies and in the update of the RTP, RTIP, and FTIP.

EcoInteractive is a privately held company located in Davis, California and was founded in 1993 to provide software and consulting services for the data management needs of government and industry. EcoInteractive develops Internet-based software to integrate, visualize geographically, and access massive volumes of data via a single portal. Data for SBCAG's projects would be stored on mainframe computers at a secured facility located in Davis. This replaces current practices where data is traditionally recorded in thousands of paper reports and stored throughout hundreds of offices within organizations. Currently, EcoInteractive's ProjectTrak software is being used by the Sacramento Area Council of Governments (SACOG), the San Diego Association of Governments (SANDAG), and the San Luis Obispo Council of Governments (SLOCOG). SBCAG staff has checked references with staff from all three of these agencies and all responses have been very favorable.

The contractual arrangement under which EcoInteractive operates is a fixed annual fee that covers hosting of ProjectTrak, staff training, technical support, and maintenance support. The annual fee at this time is \$25,000. Implementation of the database is included in SBCAG's FY 06/07 Overall Work Program and budget utilizing federal planning funds, which cannot be used for capital purposes such as street repair. If approved by the Board, SBCAG staff and local agency staff will be trained to use ProjectTrak, project programming data will be downloaded from CTIPs, and staff will utilize the software for one year. At the end of this year, SBCAG staff, with input from local agency staff, will provide an assessment report to the Board and make a recommendation on whether to continue ProjectTrak's use. If the assessment is favorable, then the Board could elect to approve another annual contract with EcoInteractive.

COMMITTEE REVIEW: TTAC received a presentation from EcoInteractive in November 2004 and was supportive of seeing ProjectTrak implemented so long as funding did not come from funding sources used for local street repair. SBCAG staff has continued to discuss the benefits of a database with local agency staffs, and local staffs continue to be supportive.

ATTACHMENTS: None.