

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Jeffrey Schneider, Assistant General Manager - Finance and Administration

Agenda: April 14, 2026

Report Date: April 10, 2026

Agenda Title: Authorize the General Manager to Procure Trimble Unity Asset Lifecycle Management Software Licenses for a Two-Year Term

Recommendation / Motion:

Authorize the General Manager to procure Trimble Unity Asset Lifecycle Management Software Licenses for a two-year term at a total cost of \$64,008.

Background:

The District currently uses the on-premise Cityworks asset management application from Trimble, Inc. to manage its distribution and treatment assets throughout their lifecycle in conjunction with its ESRI geographic information system (GIS) tool. The Cityworks application allows staff to document all work that is done in relation to assets throughout their lifecycle, including meters, hydrants, valves, and pipeline extensions. In addition, service orders initiated by the District's customer service team are transmitted through the Cityworks application to field staff, whose work order notes are then passed via Cityworks to the District's billing application.

At present, the Cityworks application is housed on-premise at the Main Street office. Treatment and Distribution staff who use the application while in the field must endure slow service, coupled with frequent access issues. These access and response time issues will be resolved with the move to the Trimble Unity product, which is a cloud-based version of Trimble's Cityworks application.

Incremental Financial Commitment:

The cost for the two-year term associated with the cloud-based Trimble Unity licenses is \$32,004 per year, or \$64,008 for the two years. However, the true incremental commitment for the cloud-based licenses is only \$3,300 per year as the District will no longer incur its annual spend of \$28,704 per year for support of the on-premise version of the software.

In addition, the District will incur \$15,000 of one-time costs to effect the migration to the cloud to be performed by the District's Cityworks' support consultant, Altertech.

Attachment: Trimble Order Form



ORDER FORM

Order Date:	Date of the last signature below
Trimble Entity Name ("Trimble") and Address:	Trimble Inc. 10368 Westmoor Drive Westminster, CO 80021 US
Customer Entity Name ("Customer") and Address:	Coastside County Water District, CA 766 Main St Half Moon Bay, CA 94019-1925
Billing Contact Name and E-Mail Address:	Jeffrey Schneider jschneider@coastsidewater.org
Is Customer Tax Exempt? Is Customer a Public Entity?	Yes or No Yes or No
Initial Term:	06/22/2026 - 03/25/2028
Validity:	This Order Form shall expire on 06/22/2026 (the "Validity Date"). If this Order Form is not executed by the Customer by the Validity Date, Trimble reserves the right to not offer the pricing found in the Order Form.
Miscellaneous:	<p><i>* If Purchase orders issued by Customer, they are issued for administrative purposes only; terms and conditions contained in any such purchase order shall be null and void.</i></p> <p><u>Background.</u> On March 13, 2020, Azteca Systems, LLC (a wholly owned subsidiary of Trimble, Inc.) and Customer executed an agreement pertaining to Customer's current Cityworks subscription (the "Agreement").</p> <p><u>Purpose.</u> The Purpose of this Order Form is to upgrade and migrate the Customer's current Annual Software Subscription: From: Cityworks AMS Standard ELA with Unlimited Logins. To: Trimble Unity Maintain Elite with 15 Users.</p> <p><u>Migration Process.</u> Trimble will provision Customer's Trimble Unity Maintain instance upon the later of a) execution of this Order Form or b) 90 days prior to the Initial Term (the "Provision Date"). Customer and its authorized Service Provider will then complete the software implementation and migration of Customer Data to the Trimble Unity Maintain environment. Upon completion of the implementation and migration, Customer will promptly notify Trimble of the anticipated Trimble Unity Maintain go-live date, which shall be no later than 1 year from the Provision Date. Upon go-live of Customer's Trimble Unity Maintain instance, Customer's Cityworks subscription will automatically terminate, the previous agreement between Azteca Systems, LLC and Customer will automatically terminate, and Customer will cease any and all use of the Cityworks software and delete all copies thereof.</p> <p><u>Support Terms & Service Level Agreement.</u> The Support Terms and service levels applicable to Trimble Unity Maintain are provided in Addendums 4 and 8 below. Any support or service level obligations applicable to Cityworks will continue to be governed by Customer's agreement with Azteca Systems, LLC.</p> <p><u>Customer's Service Provider.</u> The customer has elected a third party, Altertech Solution, to perform the implementation and migration described above. Trimble is not responsible for and disclaims all liability associated with the implementation and migration services performed by any third party.</p>

Annual Software Subscription:

Software-as-a-Services	Identifier	Quantity	Description	Annual Amount
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Product Name				
Trimble Unity Maintain	Elite Package	15 - Authorized User	See Addendum 1 for Additional Details	\$32,004.00
Total Annual Software Subscription – Year 1				\$32,004.00*
Total Annual Software Subscription – Year 2				\$32,004.00

*Fee for Year 1 is the annual amount. Please consult Section 3 of the Terms and Conditions for the prorated payment, if applicable.

Addendums:

1. Annual Software Subscription Details
2. Trimble General Transaction Terms (the "General Terms")
3. Supplemental Terms for Software and Subscriptions (the "Software Terms")
4. Supplemental Terms for Support and Maintenance (the "Support Terms")
5. Supplemental Terms for Services (the "Services Terms")
6. Supplemental Terms for Hardware (the "Hardware Terms")
7. Supplemental Terms for U.S. Public Entities
8. Availability Service Level Agreement; Data Security and Restoration

TERMS AND CONDITIONS

1. Terms and Conditions. All offerings are made available by Trimble subject to the terms and conditions set forth in this Order and the above referenced Addendums.

2. AUTOMATIC RENEWALS. *This Order will automatically renew for subsequent 12-month term(s) at then-current pricing, unless either party provides the other with notice of cancellation at least 30 days prior to the expiration of the then-current term.*

3. Payment Terms. All fees are due Net 30 from the date of the Trimble invoice.

- **Annual Software Subscription:** Trimble will invoice:
 - Prorated Year 1 in the amount of \$2,495.34 upon execution of this Order Form. Fee for Year 1 reflects the full year amount of \$32,004.00 pro-rated for a period of 06/22/2026 - 03/25/2027 and taking into account the amount previously invoiced for Cityworks during the Prorated Term, in the annual amount of \$28,704.00. Customer agrees to pay the Cityworks invoice by execution of this Order Form..
 - Year 2 in the amount of \$32,004.00 upon 02/26/2027.

4. Annual Price Increase. At each renewal, Trimble has a right to increase the annual fees by the greater of (a) CPI plus two percent (2%) or (b) eight percent (8%). "CPI" shall mean for all Urban Consumers, the U.S. City Average, for all items, 1982-84=100 (the "CPI-U"), as published by the Bureau of Labor Statistics, U.S. Department of Labor, and shall be for the prior twelve months as of the date the calculation is made.

5. Electronic Invoices. Customer hereby consents to the receipt of invoices electronically at the indicated e-mail address(es) and accepts such invoices as if received by mail. Customer's e-mail address may be changed by written notice given by Customer to Trimble at: customer_master@trimble.com. Customer is responsible for maintaining a current e-mail address and shall under no circumstances be excused from payment of applicable charges by its failure to access its designated e-mail address.

6. Due Authority. By signing below, the signatory represents that he/she (i) is an authorized representative of Customer and (ii) has the authority to legally and functionally commit the Customer.

[Signature Page to Follow]

ACCEPTANCE

Accepted and agreed:

CUSTOMER:

Signature: _____

Print Name: _____

Title: _____

Date: _____

TRIMBLE:

Signature: _____

Print Name: Carlos Abaunza _____

Title: Sr. Director, Legal _____

Date: _____