

TO: Senior Analyst FROM: Maria Flores, Director of Public Works DATE: October 26, 2023 SUBJECT: Urgent Tasking: Evaluation of a New Asset Management Decision-Support System (DSS)

Following the catastrophic failure of the water main on Elm Street, it is clear that our current methods for tracking and managing city infrastructure are no longer viable. We are operating reactively, and it's costing the city dearly in both funds and public trust.

I have secured a proposal for a potential replacement system, the 'InfraOptima DSS.' I need you to conduct a thorough evaluation of this system based on the vendor's information.

Your primary task is to develop a formal business case recommendation for my review. This document should analyze our current situation, evaluate the proposed solution, and provide a clear, evidence-based recommendation on whether we should proceed with this investment. The city council will scrutinize this, so it needs to be compelling and backed by the data we have. This is our top priority.