



## Legislation Text

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**File #:** 1603-2023, **Version:** 1

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**Background:** This legislation authorizes the Finance and Management Director, on behalf of the Division of Fleet Management, to fund the yearly services with Assetworks LLC, to continue fleet management software, hardware and related services. The Division of Fleet Management is responsible for the maintenance and upkeep of city owned vehicles and this software provides a management system to bill, manage, monitor and analyze all maintenance related data. Competitive best value proposals from qualified companies were solicited to provide all aspects of fleet management software services including, but not limited to, GPS monitoring, vendor hosting, and integration with related fuel and fluid monitoring systems. Ordinance 1649-2022 set the initial terms of this contract for the period July 1, 2022 - June 30, 2025. Funding for this term will be approved on an annual basis. After this initial period, this contract allows seven (7) annual renewal options, which may be exercised at the discretion of the City. The renewals are on a year to year basis and are subject to funds availability and approval of Columbus City Council.

**Bid Information:** RFQ018817 was advertised and seven (7) Best Value Procurement proposals were received on June 29, 2021.

An evaluation committee consisted of representatives from the Department of Finance and Management and the Department of Technology. Of the seven (7) vendors that submitted proposals, two (2) were selected for presentations. After presentation from the two vendors the committee presented its rankings to the Finance and Management Director. Assetworks LLC scored the highest in five of six categories. The Finance and Management Director instructed the committee to proceed with negotiations with Assetworks LLC. The results of the negotiation were successful.

It is therefore recommended that a contract be awarded to Assetworks LLC CC#460521049, Expiration 12/9/2022.

**Emergency action** is requested so that fleet management software services for the City's fleet of vehicles can continue uninterrupted.

**Fiscal Impact:** Funding was budgeted and is available in the 2023 fleet operating fund budget.

To authorize the Finance and Management Director on behalf of the Division of Fleet Management to provide funding for the contract with Assetworks LLC, for fleet management software services for the City's fleet of vehicles; to authorize the expenditure of \$1,036,676.25 from the fleet operating fund; and to declare an emergency. (\$1,036,676.25)

**WHEREAS,** there is a need for fleet management software services for the City's of fleet vehicles; and

**WHEREAS,** the terms of the contract for these services state that funding will be approved by the City on an annual basis; and

**WHEREAS,** the Purchasing Office advertised and solicited Best Value Procurement proposals; and

**WHEREAS,** after review the Director of Finance and Management recommend acceptance of the proposal submitted by Assetworks LLC; and

**WHEREAS,** this ordinance addresses Purchasing objectives of 1) maximizing the use of City resources by obtaining optimal products/services at low prices and 2) encouraging economic development by improving access to City bid opportunities and 3) providing effective option contracts for City agencies to efficiently maintain their supply chain and

service to the public; and

**WHEREAS**, an emergency exists in the usual daily operation of the Department of Finance and Management, Division of Fleet Management, in that it is immediately necessary to authorize the Finance and Management Director to enter into contract for the renewal of fleet management software services for the City's fleet of vehicles so that services can continue without interruption in light of the upcoming contract expiration, for the immediate preservation of the public health, peace, property, safety and welfare; **NOW, THEREFORE**,

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF COLUMBUS:**

**SECTION 1.** That the Finance and Management Director is hereby authorized to provide the funds to the contract with Assetworks LLC, for the maintenance of fleet management software services for the City's fleet of vehicles.

Assetworks LLC CC#460521049; Negotiated Contract, \$1,036,676.25

**SECTION 2.** That the expenditure of \$1,036,676.25, or so much thereof as may be necessary in regards to the action authorized in SECTION 1, is hereby authorized from the fleet operating fund per the accounting codes in the attachment to this ordinance.

**SECTION 3.** That the monies in the foregoing Sections shall be paid upon order of the Director of Finance and Management, and that no order shall be drawn or money paid except by voucher, the form of which shall be approved by the City Auditor.

**SECTION 4.** That the funds necessary to carry out the purpose of this ordinance are hereby deemed appropriated, and the City Auditor shall establish such accounting codes as necessary.

**SECTION 5.** That the City Auditor is authorized to make any accounting changes to revise the funding source for all contracts or contract modifications associated with this ordinance.

**SECTION 6.** That for the reasons stated in the preamble hereto, which is hereby made a part hereof, this ordinance is hereby declared to be an emergency measure and shall take effect and be in force from and after its passage and approval by the Mayor or ten days after passage if the Mayor neither approves nor vetoes the same.