



## Legislation Details (With Text)

**File #:** 1518-2017      **Version:** 1  
**Type:** Ordinance      **Status:** Passed  
**File created:** 6/2/2017      **In control:** Finance Committee  
**On agenda:** 7/10/2017      **Final action:** 7/12/2017

**Title:** To authorize the Director of Finance and Management, on behalf of the Fleet Management Division, to renew and modify an existing contract with AssetWorks, Inc., for support of the Fleet Focus application utilized by the Fleet Management Division and the Department of Public Utilities, in accordance with the provisions of City Code relating to sole source procurement; to authorize the expenditure of \$908,456.84 from the Fleet Management Operating Fund; to authorize the expenditure of \$173,367.04 from the Department of Public Utilities' Operating Funds, and to declare an emergency. (\$1,081,823.88)

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Ord 1518-2017 Sole Source Form, 2. Ord 1518-2017 Legislation Template

Date	Ver.	Action By	Action	Result
7/12/2017	1	CITY CLERK	Attest	
7/12/2017	1	MAYOR	Signed	
7/10/2017	1	COUNCIL PRESIDENT	Signed	
7/10/2017	1	Columbus City Council	Approved	Pass

**BACKGROUND:** This ordinance authorizes the Director of Finance and Management, on behalf of the Fleet Management Division, to renew and modify an existing contract in accordance with the original agreement (CT18276: ORD 644-97) entered on May 29, 1997, with AssetWorks, Inc. The agreement was most recently renewed by authority of ordinance 0971-2016, passed May 2, 2016. AssetWorks provides the software platform ("FleetFocus") for the Fleet Management Division's enterprise operations system. The Department of Public Utilities fleet operations unit also utilizes this software platform and is therefore providing funding for the contract renewal. This renewal/modification will provide for annual software maintenance and support, as well as GPS/AVL service costs, vendor hosting fees, the expansion of credit card usage at compressed natural gas stations, and the addition of a new module for the tracking of fluids, oils, and greases. The contract renewal and modification will be for a total cost of \$1,081,823.88.

The FleetFocus software platform contains maintenance and repair, fuel, and GPS databases, which are interfaced with each other to provide comprehensive operations management, analysis, and tracking functionality for the Fleet Management Division. AssetWorks also provides professional services to support system upgrades and training, as well as PCI (Personal Card Industry Data Security Standard) compliance for the processing of retail CNG fuel transactions. In addition, the FleetFocus module/application provides a management system utilized by the Fleet Management Division to bill, manage, monitor, and analyze all fleet maintenance related data within the Division. This system functionality gives the Fleet Management Division the ability to provide accountability by tracking city-owned fleet equipment such as refuse trucks, fire apparatus, compost graders, and various on road vehicles to support the daily operational requirements of city government. The system also allows for the collection and management of fleet maintenance and usage data on a citywide basis.

The existing contract allows for modifications to accommodate additional services as needed. Consequently, other

vendors were not sought to provide these services. It should also be noted that the GPS/AVL system and associated monitoring costs were competitively bid pursuant to Formal bid SA004040 and AssetWorks was selected as the lowest, responsive, and responsible bidder.

The Fleet Management Division negotiated the contract in accordance with the provisions of sole source procurement because this product is not available to the Division from any other source.

**FISCAL IMPACT:** This ordinance authorizes an expenditure of \$1,081,823.88 from the Fleet Management Operating Fund and the Department of Public Utilities Operating Funds with AssetWorks, Inc. for annual software maintenance and support of the Fleet Focus application. The Fleet Management Division and the Department of Public Utilities collectively budgeted \$1,100,000.00 for this contracted service.

**Emergency legislation** is requested so that annual software maintenance and support can continue without interruption.

**Contract Compliance:**

Vendor Name: AssetWorks, Inc.

CC#: 46-0521049

Expiration Date: 04/06/2019

To authorize the Director of Finance and Management, on behalf of the Fleet Management Division, to renew and modify an existing contract with AssetWorks, Inc., for support of the Fleet Focus application utilized by the Fleet Management Division and the Department of Public Utilities, in accordance with the provisions of City Code relating to sole source procurement; to authorize the expenditure of \$908,456.84 from the Fleet Management Operating Fund; to authorize the expenditure of \$173,367.04 from the Department of Public Utilities' Operating Funds, and to declare an emergency. (\$1,081,823.88)

**WHEREAS**, it is necessary for the Director of Finance and Management, on behalf of the Fleet Management Division, to renew and modify an existing contract with AssetWorks, Inc. for FleetFocus operations software platform; and

**WHEREAS**, Asset Works and its enterprise suite of Fleet Focus applications provides a management system utilized by the Fleet Management Division and the Department of Public Utilities to bill, manage, monitor and analyze all fleet maintenance related data within the Division, in addition to the ability to provide accountability with tracking an unlimited number of city-owned fleet equipment vehicles to support the daily operational requirements of city government; and

**WHEREAS**, the Fleet Management Division negotiated the terms with AssetWorks, Inc. in accordance with the relevant provisions of sole source procurement of the Columbus City Codes because they are the sole provider of this proprietary enterprise management system; and

**WHEREAS**, an emergency exists in the usual daily operation of the Department of Finance and Management, Fleet Management Division, in that it is immediately necessary for the Director of Finance and Management to renew and modify an existing contract with AssetWorks, Inc. to avoid service interruption and continue with needed services for the 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 Director of Finance and Management, on behalf of the Fleet Management Division, is hereby authorized to renew and modify an existing contract with AssetWorks, Inc. (original contractual agreement CT18276: ORD 644-97), pursuant to the sole source provisions of City Code, related to the operation of the Fleet Focus system and related applications.

**SECTION 2:** That the expenditure of \$908,456.84, or so much thereof as may be necessary in regard to the action

authorized in Section 1, be and is hereby authorized in the Fleet Management Operating Fund 5200, SubFund 520001 in Object Class 03 - Contractual Services, per the accounting codes in the attachment to this ordinance.

**See Attached File: Ord 1518-2017 Legislation Template.xls**

**SECTION 3:** That the expenditure of \$173,367.04, or so much thereof as may be necessary in regard to the action authorized in Section 1, be and is hereby authorized in the Department of Public Utilities operating funds in Object Class 03 - Contractual Services, per the accounting codes in the attachment to this ordinance.

**See Attached File: Ord 1518-2017 Legislation Template.xls**

**SECTION 4.** 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 5.** 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 6.** 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 7.** That for reasons stated in the preamble hereto, which is hereby made a part hereof, this ordinance is hereby declared an emergency measure and shall take effect and be enforced from and after its passage and approval by the Mayor, or ten days after passage if the Mayor neither approves nor vetoes the same.