# City of Columbus

## Legislation Details (With Text)

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| **File #:** | 1522-2018 | **Version:** | 1 | |
| **Type:** | Ordinance | **Status:** | Passed | |
| **File created:** | 5/22/2018 | **In control:** | Finance Committee | |
| **On agenda:** | 7/9/2018 | **Final action:** | 7/12/2018 | |

**Title:** To authorize the Director of Finance and Management, on behalf of the Fleet Management Division, to renew an existing contract with Trapeze Software Group, Inc. dba AssetWorks, for the Fleet Focus enterprise software in accordance with the provisions of sole source procurement; and to authorize the expenditure of $916,593.00 from the Fleet Management Operating Fund. ($916,593.00)

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Ord 1522-2018 Legislation Template, 2. Ord 1522-2018 Sole Source Form

| Date | Ver. | Action By | Action | Result |
|---|---|---|---|---|
| 7/12/2018 | 1 | CITY CLERK | Attest | |
| 7/11/2018 | 1 | MAYOR | Signed | |
| 7/9/2018 | 1 | COUNCIL PRESIDENT | Signed | |
| 7/9/2018 | 1 | Columbus City Council | Approved | Pass |
| 6/25/2018 | 1 | Columbus City Council | Read for the First Time | |

**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, LLC. The agreement was most recently renewed by authority of ordinance 1518-2017, passed July 10, 2017. This renewal/modification will provide for annual software maintenance and support, as well as GPS/AVL service costs, vendor hosting fees, hardware installs, and software upgrades. The contract renewal will be for at a total cost of $916,593.00

Trapeze Software Group, Inc. Dba AssetWorks is the vendor who currently provides a software platform for Fleet, Fuel and GPS databases, which are interfaced with each other to provide comprehensive management, analysis, and tracking functionality. Trapeze Software Group, Inc. dba AssetWorks also provides professional services to support system upgrades and training and they are PCI compliant and manage the retail CNG fuel transactions through the fuel application. The existing contract allows for renewals to accommodate additional services as needed. Consequently, other vendors were not sought to provide these services.

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. Also, FleetFocus provides GPS real-time vehicle tracking of city-owned fleet equipment to support the daily operational requirements of city government and permit Fleet Management the ability to collect maintenance and usage data on vehicles.

It should also be noted that the GPS/AVL system and associated monitoring costs were competitively bid pursuant to Formal bid SA004040 and Trapeze Software Group, Inc. dba 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.

Trapeze Software Group, Inc. dba AssetWorks, LLC. vendor#022838, ($916,593.00)

**Fiscal Impact**: This legislation authorizes an expenditure of $916,593.00 from the Fleet Management Operating Fund with Trapeze Software Group, Inc. dba AssetWorks for the enterprise software platform for Fleet, Fuel and GPS databases. The Fleet Management Division budgeted $950,000.00 within the Fleet Operating Fund for this service in 2018. In 2017, $908,456.84 was expended for this software program. In 2016, $742,000.00 was expended for these services.

To authorize the Director of Finance and Management, on behalf of the Fleet Management Division, to renew an existing contract with Trapeze Software Group, Inc. dba AssetWorks, for the Fleet Focus enterprise software in accordance with the provisions of sole source procurement; and to authorize the expenditure of $916,593.00 from the Fleet Management Operating Fund. ($916,593.00)

**WHEREAS,** this ordinance authorizes the Director of Finance and Management, on behalf of the Fleet Management Division, to renew an existing contract in accordance with the original contractual agreement (CT18276: ORD 644-97) as modified by ordinance 1518-2017 with Trapeze Software Group, Inc. dba AssetWorks as the original contract provided language allowing for modifications and extensions; and

**WHEREAS,** this ordinance authorizes the Director of Finance and Management on behalf of the Fleet Management Division to renew an existing contract with Trapeze Software Group, Inc. dba AssetWorks, for the annual license renewal, maintenance and support, GPS/AVL service, vendor hosting services and to provide for expansion of credit/fuel card usage, to include support of Wright Express Card processing, MasterFleet card, Fleet One, GasCard, Visa Fleet, and FuelMan and additional module upgrades; and

**WHEREAS,** Asset Works and its enterprise suite of Fleet Focus applications provides a management system utilized by the Fleet Management Division to bill, manage, monitor and analyze all fleet maintenance related data, 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 Trapeze Software Group, Inc. dba AssetWorks,. 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**, it has become necessary in the usual daily operation of the Department of Finance and Management, Fleet Management Division, to authorize the Director to establish purchase orders with Trapeze Software Group, Inc. dba AssetWorks, 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 an existing contract with Trapeze Software Group, Inc. Dba AssetWorks (original contractual agreement CT18276: ORD 644-97), pursuant to the sole source provisions of Columbus City Code, related to the operation of the Fleet Focus enterprise system and related applications.

**SECTION 2:** That the expenditure of $916,593.00, 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, per the accounting codes in the attachment to this ordinance.

**See Attached File: Ord 1522-2018 Legislation Template.xls**

**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 this ordinance shall take effect and be in force from and after the earliest period allowed by law.