



Office of the City Manager

CONSENT CALENDAR  
September 20, 2022

To: Honorable Mayor and Members of the City Council

From: Dee Williams-Ridley, City Manager

Submitted by: Liam Garland, Director, Public Works

Subject: Contract No. 31900085 Amendment: Syntech Systems, Inc. for a Fuel Management System and Software

RECOMMENDATION

Adopt a Resolution authorizing the City Manager to execute an amendment to Contract No. 31900085 with Syntech Systems, Inc. to provide ongoing service and support of infrastructure and software for the City's Fleet Fueling Program, increasing the contract amount by \$45,000 for a new not to exceed amount of \$231,472 and extending the contract term through June 30, 2025.

FISCAL IMPACTS OF RECOMMENDATION

The anticipated annual contract expenditures amount is \$15,000 to support annual software license support, user fees, and hardware. Funding in the amount of \$15,000 is available in FY 2023 Equipment Maintenance Fund 672 (672-54-626-722-0000-000-473-651110) for the first year. Funding for the remaining two years of the contract term will be appropriated each fiscal year as part of the budget process.

CURRENT SITUATION AND ITS EFFECTS

In 2020, Syntech Systems, Inc. (Syntech) installed a new fuel management system at the Corporation Yard and the Transfer Station to replace failed and outdated equipment and implement the fuel reporting software FMLive. This software and automated fuel tracking system allow for the most accurate fuel use accountability, billing, and reporting. The Equipment Maintenance Division of Public Works has a continuous need for these services to manage fuel levels, prevent fuel theft, and support internal department billing for fuel usage.

Syntech's ongoing services include providing training as needed to Equipment Maintenance and Information Technology Staff, FM Live software annual fees, annual cloud hosting, and vehicle and equipment hardware.

Continuing these services through the contract amendment supports the Strategic Plan Priority of advancing our goal to provide state-of-the-art, well-maintained infrastructure, amenities, and facilities.

### BACKGROUND

A request for proposals (RFP) Specification No. 16-11039 for a Fueling System and Software Upgrade solution was issued and three responses were received. The City's Equipment Maintenance Superintendent and support staff, evaluated the three responses for cost, experience, qualifications, responsiveness, and references. Responsive vendors were asked to provide onsite demonstrations of their products along with detailed information about software capabilities and any additional associated costs. Syntech was selected as the most responsive and best qualified vendor to meet the City's Fleet fueling and reporting needs.

### ENVIRONMENTAL SUSTAINABILITY AND CLIMATE IMPACTS

The Syntech system provides accurate fuel usage data at the Corporation Yard and the Transfer Station which will assist with Climate Action Plan reporting. In addition to the evaluation of Fleet fuel efficiency which is a factor in the decision-making process when replacing vehicles.

### RATIONALE FOR RECOMMENDATION

Syntech software captures vehicle odometer data and a record of all transactions automatically with no manual interaction, thus reducing human error, improving asset management, driver accountability, and preventing theft. It provides vehicle error codes and extended reporting data including tank level and fuel utilization tracking information for accurate tax reporting.

### ALTERNATIVE ACTIONS CONSIDERED

No reasonable alternative exists as Syntech has recently installed the new system. The hardware and software are working as expected, and Syntech continues to provide excellent support services as needed.

### CONTACT PERSON

Andrew Brozyna, Deputy Director of Operations, Public Works, 510-981-6396

Joy Brown, Operations Manager, Public Works, 510-981-6629

Greg Ellington, Equipment Maintenance Superintendent, Public Works, 510-981-6469

Attachment:

1: Resolution

RESOLUTION NO. ##,###-N.S.

CONTRACT NO. 31900085 AMENDMENT: SYNTECH SYSTEMS, INC. FOR  
FUELING SYSTEM AND SOFTWARE

WHEREAS, the City of Berkeley owns and operates vehicles and equipment which must be re-fueled at one of the City's two fueling islands; and

WHEREAS, the City issued a request for written proposals from qualified firms to provide a viable fuel dispensing system and fuel reporting software (Specification No. 16-11039); and received three qualifying vendor responses and determined that Syntech Systems, Inc. was the most responsive and best-qualified vendor to meet current and future Fleet fueling and reporting needs; and

WHEREAS, Funding is available in the amount of \$15,000 from the FY 2023 Equipment Maintenance Fund (672-54-626-722-0000-000-473-651110); and

WHEREAS, the Equipment Maintenance Division of Public Works has a continuous need for these services to manage fuel levels, prevent fuel theft, and support internal department billing for fuel usage; and

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager is authorized to execute a contract amendment with Syntech Systems, Inc. increasing the contract amount by \$45,000 for a new not to exceed amount of \$231,472 and extending the contract term through June 30, 2025.

