



Office of the City Manager

CONSENT CALENDAR
July 23, 2019

To: Honorable Mayor and Members of the City Council
 From: Dee Williams-Ridley, City Manager
 Submitted by: Savita Chaudhary, Director, Information Technology
 Subject: Contract: Assetworks for Fleet Management Software & Implementation Services

RECOMMENDATION

Adopt a Resolution authorizing the City Manager to execute a contract with Assetworks for software hosting, implementation, maintenance and related services for a Fleet Management Software, for an amount not to exceed \$487,249 for the projected period commencing on July 24, 2019 through June 30, 2024.

FISCAL IMPACTS OF RECOMMENDATION

Funding for this recommendation for FY2020 and FY 2021 in the amount of \$250,000 will be provided by FUND\$ replacement fund and the remaining \$237,249 will be funded by the Public Works Department as itemized below. Spending for this contract and related amendments for ongoing software licensing, maintenance and support in future fiscal years is subject to Council’s approval of the proposed citywide budget and annual appropriation ordinances.

\$254,110	FY 2020: Professional Services
	Budget Code: 503-35-362-376-0000-000-412-612990- (\$250,000) (FUND\$ Replacement, IT, Enterprise Services, Professional Services)
	Budget Code: 672-54-626-722-0000-000-472-613130- (\$4,110) (Tech SVCS – Software Maint)
\$54,980	FY 2020: Software Licensing Fees
	Budget Code: 672-54-626-722-0000-000-472-613130- (Tech SVCS – Software Maint)
\$12,152	FY 2021: Software Maintenance and Fees
	Budget Code: 672-54-626-722-0000-000-472-613130- (Tech SVCS – Software Maint)

\$23,479.80	FY 2021: Hosting / Managed Services Fees
	Budget Code: 672-54-626-722-0000-000-472-613130- (Tech SVCS – Software Maint)
\$48,608	FY 2022 Thru FY 2024: Software Maintenance and Fees
	Budget Code: 672-54-626-722-0000-000-472-613130- (Tech SVCS – Software Maint)
\$93,919.20	FY 2022 Thru FY 2024: Hosting / Managed Services Fees
	Budget Code: 672-54-626-722-0000-000-472-613130- (Tech SVCS – Software Maint)
\$487,249	Total FY 2020 through 2024: Software Hosting, Implementation Professional Services and Software Maintenance

CURRENT SITUATION AND ITS EFFECTS

The City's current Fleet Management System is a module out of the antiquated FUNDS\$ system and approaching 30 years in age. Due to the inadequacy of the system, all work orders are paper-based; there is no work order history; if a work order paper is lost, so will the revenue; staff cannot proactively schedule a vehicle in for preventative maintenance nor can staff properly plan for replacement of vehicles as there is no way to accurately track replacement funds. Furthermore, the system cannot properly integrate with other systems such as parts inventory, fuel management, and more innovative systems like GPS-Telematics. These system limitations have led to increased costs, inefficient use of staff time, awkward business workflows, and an inability for the City to effectively manage its Fleet. A new, modern software system will address these issues.

On October 19, 2018, the City issued Request for Proposals (RFP) #19-11260-C for an improved Fleet Management Software based upon business analysis completed by the Departments of Information Technology and Public Works in partnership with ThirdWave Corporation.

The City received three (3) responses to the Fleet Management Software & Implementation Services RFP by the December 18, 2018 deadline. A committee of seven staff members from the Public Works and Information Technology departments conducted a comprehensive evaluation process that included proposal reviews, vendor demonstrations, and reference calls. Staff selected Assetworks as the most comprehensive, user responsive, and effective solution for the City's current and future fleet management needs.

The Fleet Management Software is a Strategic Plan Priority Project, advancing our goal to provide state-of-the-art, well-maintained infrastructure, amenities, and facilities.

BACKGROUND

The City has approximately 700 vehicles and equipment which receive routine maintenance and repair. The Equipment Maintenance division intakes and processes approximately 800 work orders every month. To manage this work, City staff use the Sungard Public Sector solution (FUND\$) as the fleet management solution, originally put in place in 1991. The SunGard system (FUND\$) runs on an IBM iSeries server and utilizes a legacy 5250 green screen user interface. Beyond its interface impediments, FUND\$ lacks many of the advanced processing, reporting, data analysis, and granular security features that are readily available in newer software packages. The City has made 2,000 customizations to the Sungard product. As such, it requires heavy support from Information Technology staff to maintain the system.

The City has identified the replacement of the antiquated FUND\$ system as a City strategic goal; replacing this system with modern, Commercial Off the Shelf (COTS) applications more in line with the business requirements of the organization. The City conducted a more detailed assessment of its systems and processes and determined that a new Fleet Management Software will improve organizational operations, allow for greater integration with current systems, improve reporting and analytics, and allow for the implementation of industry best practices and business process improvements. The City implemented a Digital Strategic Plan in 2016 and the Fleet Management system was identified as a key project for implementation.

In February 2018, the City contracted with the ThirdWave Corporation for a review of its current fleet management processes and service delivery, and for identification of areas for improvement and recommended business process changes. Discussions with ThirdWave included organizational and functional scope, as well as the development of functional requirements the City should seek in a Fleet Management Software.

ENVIRONMENTAL SUSTAINABILITY

A modern and computerized fleet management system with a mobile application will greatly reduce the City's use of paper. This supports the reduction of carbon footprint and the goals of the City's Climate Action Plan.

RATIONALE FOR RECOMMENDATION

Staff recommend Assetworks as it best fits the requirements of the City and it scored the highest in the evaluation criteria outlined in the RFP and demonstrations. Furthermore, the reference checks reinforced Assetworks ability to deliver a quality Fleet Management solution on time and within budget.

ALTERNATIVE ACTIONS CONSIDERED

Staff considered staying with the existing system, however, this is not recommended due to the inherent technical limitations and inadequacies of the existing FUND\$ and paper based system.

CONTACT PERSON

Savita Chaudhary, Director, Information Technology, 510.981.6541

Attachment:

1. Resolution

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

CONTRACT: ASSEWORKS FOR A FLEET MANAGEMENT SOFTWARE &
IMPLEMENTATION SERVICES

WHEREAS, the current Fleet Management system is a module within the antiquated FUND\$ system that cannot meet the current business requirements of the organization; and

WHEREAS, the City of Berkeley desires to procure a Commercial Off-the-Shelf “Turnkey” system to handle fleet management; and

WHEREAS, on October 19, 2018, the City of Berkeley issued Request for Proposal No. 19-11260-C for an improved fleet management software & implementation services and received 3 responding bidders; and

WHEREAS, in response to the City’s Request for Proposal, Assetworks responded with a proposal that was rated higher than responses submitted by competing vendors; and

WHEREAS, funding for this recommendation for FY2020 and FY 2021 in the amount of \$250,000 will be provided by FUND\$ replacement fund and the remaining \$237,249 will be funded by Public Works Department and spending for this contract and related amendments in future fiscal years is subject to Council’s approval of the proposed city-wide budget and annual appropriation ordinances.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager is hereby authorized to execute a contract with Assetworks for a Fleet Management software and related implementation services, for an amount not to exceed \$487,249 for the projected period commencing on July 24, 2019 through June 30, 2024.

