

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team

at MileHighOrdinance@DenverGov.org by **3:00pm on Monday**. Contact the Mayor's Legislative team with questions

Date of Request: 11/4/2019

Please mark one: Bill Request or Resolution Request

1. Type of Request:

- Contract/Grant Agreement Intergovernmental Agreement (IGA) Rezoning/Text Amendment
 Dedication/Vacation Appropriation/Supplemental DRMC Change
 Other:

2. Title: (Start with *approves, amends, dedicates*, etc., include name of company or contractor and indicate the type of request: grant acceptance, contract execution, contract amendment, municipal code change, supplemental request, etc.)

Approves a contract with AssetWorks, LLC. for \$1,747,380.85 and for five years to purchase, implement and maintain a cloud-based fleet management software that includes asset management, parts inventory, work order management, internal billing and tracking management for the Downtown Fleet Management group; citywide (TECHS-201951363)

3. Requesting Agency: Technology Services

4. Contact Person:

Contact person with knowledge of proposed ordinance/resolution	Contact person to present item at Mayor-Council and Council
Name: Craig Poley	Name: Joe Saporito
Email: craig.poley@denvergov.org	Email: joseph.saporito@denvergov.org

5. General description or background of proposed request. Attach executive summary if more space needed:

The City and County of Denver's Downtown Fleet Management group (Public Works Fleet Management, Public Works Fleet Logistics Operations, Denver Fire Fleet Management, and Denver Police Fleet Management) currently utilize an Enterprise Resource Planning (ERP) system, known as FASTER (v6.9), which was first implemented in 2010. The FASTER system is currently an on-premises, windows-based system, and is used for the following functions:

- Asset management from acquisition planning through disposal
- Parts inventory management
- Work order management including maintenance and labor tracking
- Internal billing
- Tracking for licensing and registration, emissions testing, equipment certifications and safety inspections, etc.

Through a Request for Proposal process with the Purchasing Department, AssetWorks was awarded and will assist the City in replacing the current system, with a modern, cloud-based, functionally robust system that will support the end-to-end fleet management process; from planning, acquisition, repair and maintenance, inventory, to decommissioning. The objective is to implement a solution that provides the following capabilities.

- Automated workflow functionality
- Bar code technology for inventory tracking and work order fulfillment
- Mobile technology for data input
- Data migration of current and historical data from FASTER v6.9 to the replacement system. The current data load of 440 MB consists of roughly 5,000 active and retired asset records, graphic images/attachments, and parts inventory data. The current data is stored on a SQL server, which is maintained by Public Works Fleet Management
- Role-based in-system KPI dashboard functionality, dashboard development & customization for "super-users" of FleetFocus, Motor Pool, and CAM
- Automated data integration with the City's current financial system, Workday, and the City's FuelForce system
- Automated motor pool management functionality (reserve/check-out/check-in)

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- Customer self-service module (dashboard/activity tracking, work order status, etc.)
- A web service or other direct-connect for advanced analytics and/or data visualization using a third-party enterprise tool for FleetFocus, Motor Pool, and CAM

The AssetWorks team will provide CCD with expertise in industry consulting, technical consulting for integration and data conversion, effective training for a wide variety of roles and functions, and project management and documentation to ensure the highest quality implementation.

6. **City Attorney assigned to this request (if applicable):** Steve Hahn
7. **City Council District:** N/A - Citywide
8. ****For all contracts, fill out and submit accompanying Key Contract Terms worksheet****

Key Contract Terms

Type of Contract: (e.g. Professional Services > \$500K; IGA/Grant Agreement, Sale or Lease of Real Property):

Standard Expenditure contract exceeding \$500,000

Vendor/Contractor Name: AssetWorks, LLC.

Contract control number: TECHS - 201951363

Location: Citywide

Is this a new contract? Yes No **Is this an Amendment?** Yes No **If yes, how many?**

Contract Term/Duration (for amended contracts, include existing term dates and amended dates):

Contract Term: 9/1/2019 - 9/1/2024 Duration: 5 years

Contract Amount (indicate existing amount, amended amount and new contract total):

<i>Current Contract Amount</i> (A)	<i>Additional Funds</i> (B)	<i>Total Contract Amount</i> (A+B)
\$1,747,380.85	N/A	\$1,747,380.85

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
9/1/2019 - 9/1/2024	N/A	9/1/2024

Scope of work:

AssetWorks will implement and support the AssetWorks Enterprise Asset Management (FleetFocus) system.

Was this contractor selected by competitive process? Yes **If not, why not?**

Has this contractor provided these services to the City before? Yes No

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Source of funds: Cost Center 3070110 Office of the Chief Information Officer / Fund 34080 / Project PRJ-10001275 PW/Safety - Fleet Management Information System / Capital Program ZI902 Innovation Fund Projects

Is this contract subject to: W/MBE DBE SBE XO101 ACDBE N/A

WBE/MBE/DBE commitments (construction, design, Airport concession contracts): N/A

Who are the subcontractors to this contract? N/A

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