



Legislation Text

File #: 19-1239, Version: 1

Contract Request Template (Contracts; IGAs; Leases)

Date Submitted: 11-4-19

Requesting Agency: Technology Services
Division:

Subject Matter Expert Name:

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Item Title & Description:

(Do not delete the following instructions)

*These appear on the Council meeting agenda. Initially, the requesting agency will enter a 2-3 sentence description. Upon bill filling, the City Attorney's Office should enter the title above the description (the title should be in **bold** font).*

*Both the title and description must be entered between the red "title" and "body" below. Do **not** at any time delete the red "title" or "body" markers from this template.*

A resolution approving a proposed Master Services Agreement between the City and County of Denver and AssetWorks, LLC to purchase, implement and maintain a cloud-based fleet management software.

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, including asset management, parts inventory, work order management, internal billing and tracking management to support the operations of the Downtown Fleet Management group (TECHS - 201951363). The last regularly scheduled Council meeting within the 30-day review period is on 12-16-19. The Committee approved filing this item at its meeting on 11-12-19.

Affected Council District(s) or citywide? Citywide

Contract Control Number: TECHS - 201951363

Vendor/Contractor Name (including any "DBA"): AssetWorks, LLC.

Type and Scope of services to be performed:

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)
- 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.

Location (if applicable):

WBE/MBE/DBE goals that were applied, if applicable (construction, design, Airport concession contracts):

Are WBE/MBE/DBE goals met (if applicable)?

Is the contract new/a renewal/extension or amendment?

Was this contractor selected by competitive process or sole source?

Competitive process

For New contracts

Term of initial contract: 5 years

Options for Renewal:

How many renewals (i.e. up to 2 renewals)?

Term of any renewals (i.e. 1 year each):

Cost of initial contract term: \$1,747,380.85

Cost of any renewals:

Total contract value council is approving if all renewals exercised:

For Amendments/Renewals Extensions:

Is this a change to cost/pricing; length of term; terms unrelated to time or price (List all that apply)?

If length changing

What was the length of the term of the original contract?

What is the length of the extension/renewal?

What is the revised total term of the contract?

If cost changing

What was the original value of the entire contract prior to this proposed change?

What is the value of the proposed change?

What is the new/revised total value including change?

If terms changing

Describe the change and the reason for it (i.e. compliance with state law, different way of doing business etc.)