



AGENDA MEMORANDUM

Action Item for the City Council Meeting February 14, 2023

DATE: February 14, 2023

TO: Peter Zanoni, City Manager

FROM: Charles Mendoza, Director of Asset Management
Charlesm2@cctexas.com
(361) 826-1941

Josh Chronley, Assistant Director of Finance-Procurement
JoshC2@cctexas.com
(361) 826-3169

<p>Amendment No. 2 to Software Maintenance and Hosting Services Agreements for M5 FleetFocus System for Asset Management</p>

CAPTION:

Resolution authorizing execution of Amendment No. 2 to the master software licensing agreement with AssetWorks, Inc. of Wayne, Pennsylvania, for the purchase and installation of a MobileFocus Edge software module and to renew hosting, maintenance, and support for Fleet Services for a five-year period in a total amount of \$769,791.67, with FY 2023 funding of \$189,100.04 from the Fleet Maintenance Services Fund.

SUMMARY:

The M5 FleetFocus system is a highly advanced and comprehensive tool that enables Fleet Management to effectively track and manage detailed information about vehicles throughout their entire lifecycle. As such, it is essential for Asset Management to renew the contract for the continued use of the M5 Fleet Maintenance Management Software.

The primary advantage of the current software is that it offers real time tracking of employee work and job assignments, which assists management with ensuring maintenance tasks are moving forward. The installation of Mobile Focus Edge allows for easier navigation from mobile devices for use by mechanics, supervisors, and technicians. Edge will free mechanics and technicians from needing to leave their bay to clock into jobs, look up data, or request parts since they will have all the functionality of m5 on their mobile device. It also allows supervisors to assign jobs from their mobile device.

BACKGROUND AND FINDINGS:

AssetWorks, Inc. will be responsible for ensuring the proper functioning of the software through hosting, maintenance, and support services. This system has a proven track record in effectively managing the City's vehicle fleet through maintenance, sales, and purchasing data management of 2,800 vehicles from the time of purchase to their disposal.

Fleet Maintenance staff are pleased with the performance of the software and recommend entering into a new five-year agreement to continue the service as a sole source purchase.

PROCUREMENT DETAIL:

This procurement is a general exemption 252.022(a)(7), a procurement of items that are available from only one source.

ALTERNATIVES:

Not applicable

FISCAL IMPACT:

Renew for five years the software maintenance and hosting services, install Mobile Focus Edge, and increase the perpetual software license for the M5 FleetFocus system with Assetworks, Inc., of Wayne, Pennsylvania, for \$769,791.67, with FY 2023 funding of \$189,100.04 from the Fleet Maint Svc Fund.

FUNDING DETAIL:

Fund:	5110 Fleet Maintenance Service
Organization/Activity:	40130 Network System Maintenance
Mission Element:	202
Project # (CIP Only):	N/A
Account:	520100 – Computer Equipment & Software

RECOMMENDATION:

Staff recommends approval of this resolution as presented.

LIST OF SUPPORTING DOCUMENTS:

Amendment No. 2
Resolution
Pricing Sheet