



CITY OF LONG BEACH

DEPARTMENT OF FINANCIAL MANAGEMENT

333 West Ocean Boulevard 6th Floor • Long Beach, CA 90802 • (562) 570-5400 • Fax (562) 570-5414

October 6, 2015

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

Authorize the City Manager to execute all documents necessary to amend Contract No. 33415 with AssetWorks, Inc., of Wayne, PA, for implementation and training for the upgrade to the M-4 Fleet Management System, to increase the contract amount by \$44,700, for a total amount not to exceed \$299,100, and extend the term of the contract through June 30, 2016. (Citywide)

DISCUSSION

City Council approval is requested to authorize the City Manager to execute amendments to the contract with AssetWorks, Inc., to complete the upgrade to the M-4 Fleet Management System and provide the training needed for its use by Fleet Services staff and user departments.

On February 4, 2014, the City Council adopted a Resolution authorizing the City Manager to execute a contract with AssetWorks, Inc., in an amount not to exceed \$254,400. AssetWorks, Inc., holds all rights to the licensing, sales, distribution implementation, development, maintenance and support services to the M-4 Fleet Management System and, therefore, is the only organization able to provide upgrades and training on the new web-based system.

As the upgrade process moved forward, significant time was required by the Fleet Services staff and AssetWorks consultants to analyze deficiencies in the existing database, determining the most effective constructs for organizing the existing 15 years of fleet data. The new software provides much more flexibility, dashboards and other performance tracking, and will allow more specific billing and reporting capabilities as well. Review, correction and organization of the current data required the "Go Live" implementation date to be moved from the original date of July 27, 2015 to mid-November 2015. The Fleet Bureau is requesting additional contract authority of \$44,700, for a total amount not to exceed \$299,100, for additional programming service hours, support and training services, and travel expenses, and to extend the contract through June 30, 2016.

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This matter was reviewed by Deputy City Attorney Amy R. Webber on September 16, 2015 and by Budget Management Officer Victoria Bell on September 15, 2015.

TIMING CONSIDERATIONS

City Council action is requested on October 6, 2015, to ensure that the contract extension and additional funds are in place expeditiously, and that the upgrade can continue without interruption.

FISCAL IMPACT

The cost of this contract will not exceed \$299,100, and is budgeted in the Fleet Services Fund (IS 386) in the Financial Management Department (FM). The contract cost is funded by a combination of \$131,000 in one-time funding previously allocated for the system upgrade, and charges to non-General Fund departments through the Fleet MOUs in FY 14, FY 15 and FY 16. There is no local job impact associated with this recommendation.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



JOHN GROSS
DIRECTOR OF FINANCIAL MANAGEMENT

JG:DB:pm
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APPROVED:



PATRICK H. WEST
CITY MANAGER