CITY OF
LONGBEACH

Department of Financial Management
411 West Ocean Boulevard, 6th Floor
(562) 570-6425

C-13

February 4, 2020

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

Adopt a Resolution authorizing the City Manager, or designee, to execute a contract with Trapeze Software Group, Inc., of Wayne, Pennsylvania, for the purchase of software, hardware, and continued support of the M-5 Fleet Management database, in an annual amount of $175,000, with a 10 percent contingency of $17,500, for a total annual amount not to exceed $192,500, for a period of two years, with the option to renew for three additional one-year periods, at the discretion of the City Manager; and, authorize the City Manager, or designee, to execute all documents necessary to enter into the contract, including any necessary amendments. (Citywide)

DISCUSSION

City Council approval is requested to enter into a contract with Trapeze Software Group, Inc. (Trapeze), for the purchase of software, hardware, and continued support for the M-5 Fleet Management database (M-5). AssetWorks, LLC, a wholly owned subsidiary of Trapeze, developed the proprietary M-5 software used by the Fleet Services Bureau in the Financial Management Department (Fleet) to manage vehicle and equipment assets.

Trapeze will continue to provide software and hardware solutions that provide data on the City's vehicle and equipment assets. The support provided by Trapeze will include software and hardware upgrades, troubleshooting services, and training for City staff. The software upgrades will provide integration with City systems such as MUNIS Financials, SmartAP, and various telematics software. This contract will significantly reduce the time and resources spent handling individual purchase orders for system upgrades from the existing vendor.

City Charter Section 1801 requires that contracts for City purchases be awarded to the lowest responsible bidder after a competitive bid process, but allows for awards without a competitive bid process if accompanied by a Resolution adopted by the City Council.

This matter was reviewed by Deputy City Attorney Taylor M. Anderson on January 17, 2020, Purchasing Agent Tara Yeats on January 7, 2020, and by Grants and Projects Officer Arlen Crabtree on January 14, 2020.

TIMING CONSIDERATIONS

City Council action is requested on February 4, 2020, to ensure a contract is in place expeditiously.

FISCAL IMPACT

The total annual cost of the contract will not exceed $192,500, inclusive of a 10 percent contingency. Sufficient appropriation for the contract is budgeted in the Fleet Service Fund Group in the Financial Management Department. Costs are recovered from multiple funds and departments through the regular Fleet Services Memorandum of Understanding (MOU) monthly billing process. This recommendation has no staffing impact beyond the normal budgeted scope of duties and is consistent with existing City Council priorities. There is no local job impact associated with this recommendation.

SUGGESTED ACTION:

    Approve recommendation.

Respectfully submitted,

JOHN GROSS
DIRECTOR OF FINANCIAL MANAGEMENT

ATTACHMENT - RESOLUTION

APPROVED:

THOMAS B. MODICA
ACTING CITY MANAGER

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RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF LONG BEACH AUTHORIZING THE CITY
MANAGER TO EXECUTE A CONTRACT AND ANY
AMENDMENTS THERETO WITH TRAPEZE SOFTWARE
GROUP, INC. WITHOUT ADVERTISING FOR BIDS FOR
THE PURCHASE OF SOFTWARE, HARDWARE, AND
CONTINUED SUPPORT OF THE M-5 FLEET
MANAGEMENT DATABASE IN AN ANNUAL AMOUNT NOT
TO EXCEED $192,500

WHEREAS, the City of Long Beach ("City") desires to purchase software,

hardware, and continued support for the M-5 Fleet Management database (M-5); and

WHEREAS, AssetWorks, LLC, a wholly owned subsidiary of Trapeze

Software Group, Inc., developed the proprietary M-5 software used by the Fleet Services

Bureau in the Financial Management Department to manage vehicle and equipment

assets; and

WHEREAS, Trapeze Software Group, Inc., will continue to provide software

and hardware solutions that provide data on the City's vehicle and equipment assets; and

WHEREAS, the support provided by Trapeze will include software and

hardware upgrades, troubleshooting services, and training for City staff; and

WHEREAS, the software upgrades will provide integration with City

systems such as FuelFocus, MUNIS Financials, SmartAP, and various telematics

software; and

WHEREAS, Trapeze Software Group, Inc., is the developer and sole

source for specialized software of this type; and

WHEREAS, as a result, no useful purpose would be served by advertising

1   for bids and to do so would constitute an idle and useless act and an unnecessary

2   expenditure of public funds;

3   NOW, THEREFORE, the City Council of the City of Long Beach resolves as

4   follows:

5   Section 1.   The above recitals are true and correct and are incorporated

6   herein.

7   Section 2.   The City Manager is hereby authorized to enter a contract and

8   any amendments thereto with Trapeze Software Group, Inc., for the purchase of

9   software, hardware, and continued support of the M-5 Fleet Management database in an

10   annual amount of $175,000, with a ten percent contingency of $17,500, for a total annual

11   amount not to exceed $192,500, for a period of two (2) years, with the option to renew for

12   three (3) additional one-year periods at the discretion of the City Manager.

13   Section 3.   This resolution shall take effect immediately upon its adoption

14   by the City Council, and the City Clerk shall certify the vote adopting this resolution.

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1   I hereby certify that the foregoing resolution was adopted by the City

2   Council of the City of Long Beach at its meeting of _____, 2020 by the

3   following vote:

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5   Ayes: Councilmembers: _____

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9   Noes: Councilmembers: _____

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11   Absent: Councilmembers: _____

12   _____

13   Recusal(s): Councilmembers: _____

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16   _____

        City Clerk

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