



Legislation Text

File #: 20-0098, **Version:** 1

Recommendation to adopt resolution authorizing 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 City Manager, or designee, to execute all documents necessary to enter into the contract, including any necessary amendments. (Citywide)

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.

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

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.

Approve recommendation.

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JOHN GROSS
DIRECTOR OF FINANCIAL MANAGEMENT

APPROVED:

THOMAS B. MODICA
ACTING CITY MANAGER