Council Meeting of
July 24, 2012

Honorable Mayor and Members
of the City Council
City Hall
Torrance, California

Members of the Council:

SUBJECT: General Services, Transit, and Communication & Information Technology – Authorize payment for software hosting and maintenance services. Expenditure: $62,722.00

RECOMMENDATION

Recommendation of the General Services, Transit and Information Technology Directors that City Council authorize payment to AssetWORKS, Inc. of La Jolla, CA in the amount of $62,722 for annual renewal of the hosting services and software licensing and maintenance services agreements for the City of Torrance *FleetFocus FA*™ and *FuelFocus*™ fleet and fuel management software systems.

Funding

Funding is available in the FY 2012-2013 Fleet Services Operating Budget and the Transit FY 2012-2013 Operating Budget.

BACKGROUND

The Fleet Services Division of the General Services Department and the Maintenance Division of the Transit Department have utilized the automated fleet management software system known as *FleetFocus FA*™ *(Fleet Anywhere*™) since 1991. In 2005, your Honorable Body approved the conversion of that system from a Microsoft SQL server-based application, which until then was physically located at the City Garage, to an Oracle-based ASP (Application Service Provider) system hosted off-site at AssetWORKS' corporate facility. As a result, the City's users now access *FleetFocus FA*™ via the internet.

On January 8, 2008 your honorable body approved the addition of AssetWORKS' *FuelFocus*™ software module which provides real-time integration of all fleet fuel transactions into the *FleetFocus FA*™ software.

ANALYSIS

This request for payment authorization concerns agreements for proprietary computer software already in use by the City. This purchase is therefore exempt from formal bidding per the provisions of Torrance Municipal Code, Section 22.3.19., Exception; COMPUTER AND NETWORKING HARDWARE AND SOFTWARE PURCHASES:

"The provisions of this Article do not apply to contracts for the purchase of computer and networking hardware and software. The purchase of computer and networking hardware and software will be done pursuant to regulations and procedures established by the City Manager".

Respectfully Submitted,

SHERYL BALLEW
General Services Director

By Dale K. Jones
Acting Fleet Services Manager

CONCUR:

Sheryl Ballew
General Services Director

Kim Turner
Transit Director

Richard Shigaki
Information Technology Director

LeRoy J. Jackson
City Manager
for

AssetWORKS

HOSTING RENEWAL

4275 Executive Square | Suite 330 | La Jolla California 92037-9183
Tel (858) 452-0458 Fax (858) 452-0478

Number 1071 FA HST12

TO: City of Torrance
FROM: AssetWorks Inc., successor in interest to MAXIMUS, Inc.
DATE: June 11, 2012
RE: FleetFocus FA Hosting Service Renewal

Prices valid through July 31, 2012

Annual Software Hosting - for period 8/1/2012 - 7/31/2013

FleetFocus FA, up to 10 concurrent users *FA InfoCenter Ad-hoc Query/Reports Server hosting* *MobileFocus hosting*	$	38,808.00
Subtotal, Current Hosting, not including tax	$	38,808.00

For Visa, MasterCard, and American Express payments, please add 4%:

Please REMIT Total Due to:

Sales Tax: 0.00% $ -

AssetWorks Inc.
P. O. Box 202525
Dallas TX 75320-2525

GRAND TOTAL DUE, $ US

Or ACH:
Wells Fargo, 8601 N. Scottsdale Rd., Scottsdale AZ 85253
ABA # 122105278
Account # 5076434348

AssetWorks Inc. US Tax ID # 46-0521049
GST # 834113896 RT0001

OR, if you require a separate invoice, please sign below and fax back this renewal and AssetWorks will issue an invoice. If your organization requires you to issue a purchase order to renew, please provide that PO ***with a signed copy of this renewal*** by fax (858) 452-0478, email (Kimberly.Hamiter@AssetWorks.com) or by regular mail to the La Jolla address above.

Terms
This maintenance renewal is issued pursuant to the terms of the current AssetWorks contract with your organization. The parties will continue to be bound by those terms during any renewal period unless otherwise agreed by both parties through a signed amendment. Notification of termination of maintenance is required 90 days prior to annual renewal date.

FleetFocus FA is proprietary property of AssetWorks Inc. and protected by law. Another party cannot alter, modify, change, manipulate or provide maintenance for this product without infringing upon AssetWorks' ownership rights. Accordingly, AssetWorks is the sole source for software, maintenance and services of its products.

I, the undersigned, accept this maintenance renewal described above.

Name: _____ **Title:** _____

Signature: _____ **Date:** _____

[ ] PO REQUIRED: #_____ [ ] NO PO REQUIRED [ ] WILL PAY BY QUOTE - NO SEPARATE INVOICE NEEDED

[ ] Please MAIL invoice to: _____

[ ] Please E-MAIL invoice to. _____

→ If you have any questions, please contact Kimberly Hamiter at (858) 866-9022 or Kimberly.Hamiter@AssetWorks.com *Thank You!* ←

AssetWORKS

MAINTENANCE RENEWAL

4275 Executive Square | Suite 330 | La Jolla California 92037-9183
Tel (858) 452-0458 Fax (858) 452-0478

Number 1071 FA MNT12

TO: City of Torrance
FROM: AssetWorks Inc., successor in interest to MAXIMUS, Inc.
DATE: June 11, 2012
RE: FleetFocus FA Maintenance and Support Renewal

Prices valid through July 31, 2012

Annual Software Maintenance and Support - for period 8/1/2012 - 7/31/2013

FleetFocus FA 1,200 Active Equipment Units Including Bar Code, Call Center, Crystal Reports with 1 report author seat, Equipment Planning, Labor Capture, MobileFocus for 5 devices, Production Planning, Query, Replacement Modeling, Reporting, Service Level Agreements, and Shop Scheduling	$	19,511.00
FuelFocus software for 6 ICUs	$	4,403.00
Includes product updates and enhancements, unlimited email and telephone support for 12 months		
Subtotal, Current Maintenance, not including tax	$	23,914.00

OPTIONAL MAINTENANCE BUNDLES

Users Conference Admission [ ] *Quantity @ $995.00/person* _____

Tune-Up Assessment [ ] $14,500.00 _____

AssetWorks will perform onsite assessment relating maintenance practices to available system functionality to optimize organizational performance. This review will be scheduled at a mutually convenient time.

Upgrade Assistance [ ] $3,900.00 _____

AssetWorks will provide technical assistance to your organization to complete the upgrade to the next version. This assistance will be scheduled at a mutually convenient time. For details, please contact AssetWorks.

For Visa, MasterCard, and American Express payments, please add 4%: _____

Please REMIT Total Due to: Sales Tax: 0.00% $ -

AssetWorks Inc.
P. O. Box 202525
Dallas TX 75320-2525

GRAND TOTAL DUE, $ US [ ]

Or ACH:
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Confidential Information