

Council Meeting of  
January 8, 2008

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

**Members of the Council:**

**SUBJECT: General Services, Transit, CIT – Authorization to issue two (2) sole-source purchase orders to furnish and install *FuelFocus*<sup>™</sup> fuel management system at the City's three (3) fuel islands (Transit, City Yard, Airport).**

**Expenditure: \$218,977.50 (including 5% project contingency)**

**RECOMMENDATION**

Recommendation of the General Services Director, the Transit Director and the Communications and Information Technology (CIT) Director that the City Council authorize the issuance of a sole-source purchase order to MAXIMUS, Inc. of La Jolla, California in an amount not to exceed \$194,827.50, and a sole-source purchase order to Cordell Electric of Culver City, California in an amount not to exceed \$24,150.00. Together, these vendors will furnish and install Maximus' *FuelFocus*<sup>™</sup> automated fuel management system at the City's three (3) main fuel dispensing sites located at; the Torrance Airport, the City Yard, and the Torrance Transit Maintenance Facility.

**Funding**

Funding is available in FEAP # 655, *FuelFocus*<sup>™</sup> Installation

**BACKGROUND**

The City's two current fuel management systems require replacement and modernization. For a number of years staff has struggled with managing two separate fuel systems. Transit has used the *RNI*<sup>™</sup> system, and Fleet Services has used the *EJ Ward*<sup>™</sup> system. Both of these systems have proven unreliable and problematic, and neither provides a critically-needed direct interface with the City's fleet management software system (*FleetAnywhere*<sup>™</sup>).

The City has successfully used Maximus' *FleetAnywhere*<sup>™</sup> fleet management software for over fifteen years. A number of years ago Maximus began offering a fuel management system module (*FuelFocus*<sup>™</sup>) as an available option to *FleetAnywhere*<sup>™</sup>. By implementing this program (and associated hardware at the fuel islands), all fuel management information will be linked in real-time to our fleet database, which is hosted and maintained off-site at Maximus' corporate headquarters (ASP connection). The main advantage of having only one fleet and fuel management system is that countless hours of staff time will be saved by avoiding redundant data entries into three separate software systems (*RNI*<sup>™</sup>, *EJ Ward*<sup>™</sup>, and *FleetAnywhere*<sup>™</sup>). By consolidating these systems into one, vehicle fuel use data is maintained in each individual vehicle history file, along with all other important maintenance and operational information about the vehicle or item of equipment.

Among a number of useful features, *FuelFocus*<sup>™</sup> provides wireless (RF) fuel transaction authorization that staff plans to utilize for the Transit and Police fleet. This feature allows the vehicle operator to pull up to the fuel island and dispense fuel without the need to insert an authorization card. All required information (vehicle number, current odometer reading, gallons dispensed) is automatically collected through the use of a wireless sensor installed onto the vehicle's fuel tank neck. The operator simply places the fuel nozzle into the fuel neck of the vehicle, and immediately begins to pump fuel. The operator is able to complete the fuel transaction much quicker, and the transaction data is immediately sent to the vehicle file for future billing purposes, for fuel economy analysis by maintenance personnel, and for other historical purposes.

Cordell Electric has worked with Maximus on multiple *FuelFocus*<sup>™</sup> installation projects, is completely familiar with the electrical requirements of the *FuelFocus*<sup>™</sup> hardware and is therefore the vendor of choice for the related electrical work.

## **ANALYSIS**

A detailed breakdown of project costs is as follows:

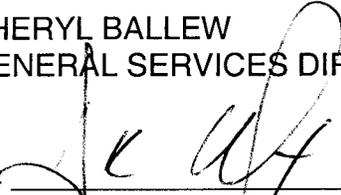
<b>Cost Breakdown <i>FuelFocus</i><sup>™</sup></b>	<b>Amount</b>
City Services & Airport Fuel Islands	\$99,144.00
Transit Fuel Island	\$86,406.00
Electrical Prep for all 3 sites	\$23,000.00
5% Project Contingency	\$10,427.50
<b>Total</b>	<b>\$218,977.50</b>

This project involves proprietary computer software compatible only with the fleet management 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

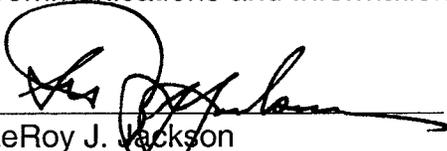
By   
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David K. Winnett, Jr.  
Fleet Services Manager

CONCUR:

  
\_\_\_\_\_  
Sheryl Ballew  
General Services Director

  
\_\_\_\_\_  
Kim Turner  
Transit Director

  
\_\_\_\_\_  
Richard Shigaki  
Communications and Information Technology Director

  
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LeRoy J. Jackson  
City Manager