

Council Meeting of
September 13, 2011

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 purchase order for software hosting and
maintenance services.**

Expenditure: \$59,735

RECOMMENDATION

Recommendation of the General Services, Transit and Information Technology Directors that City Council authorize a purchase order to AssetWORKS, Inc. of La Jolla, CA the amount of \$59,735, 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 2011-2012 Fleet Services Operating Budget and the Transit FY 2011-2012 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.

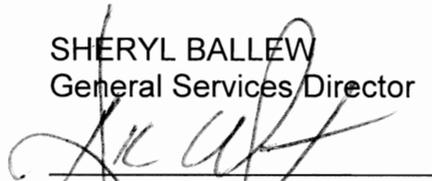
ANALYSIS

This request for Purchase Order 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 David K. Winnett, Jr.
Fleet Services Manager

CONCUR:



Sheryl Ballew
General Services Director



Kim Turner
Transit Director



Richard Shigaki
Information Technology Director



LeRoy J. Jackson
City Manager