



Detroit Water and Sewerage Department

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Legislation Text

File #: 20-0109, **Version:** 1

The Board of Water Commissioners for the City of Detroit, Water and Sewerage Department authorizes the Director to approve **Amendment No. 1 for DWSD's portion of the City of Detroit Contract 2654324 for the Fleet and Fuel Management Program software through AssetWorks, LLC. This amendment will add \$20,000, for a new total contract not-to-exceed amount of \$770,000 and extend the term through September 30, 2020.** This also authorizes the Director to take such other action as may be necessary to accomplish the intent of this vote.

Agenda of April 15, 2020

Item No.: 20-0109

City of Detroit Contract No. 2654324

Contractor: AssetWorks, LLC

Address: 998 Old Eagle School Rd, Ste. 1215, Wayne, PA 19087

Current Contract Amount: \$750,000

Proposed Amended No. 1: \$20,000

Proposed New Total Contract Amount: \$770,000

CoD Current Term: 11/03/04 - 9/30/20 (approved by City Council 3/2020)

DWSD Current Term: 8/1/17 - 12/31/19

Proposed Contract Extension: 1/01/20 - 9/30/20 (9 months)

TO: The Honorable
Board of Water Commissioners
City of Detroit, Michigan

FROM: Gary Brown, Director
Water and Sewerage Department

RE: Proposed Amendment No. 1 to City of Detroit Contract No. 2654324
AssetWorks, LLC

MOTION

Upon recommendation of Mamata Burgi, Procurement Manager, the Board of Water Commissioners for the City of Detroit, Water and Sewerage Department authorizes the Director to approve **Amendment No. 1 for DWSD's portion of the City of Detroit Contract 2654324 for the Fleet and Fuel Management Program software through AssetWorks, LLC. This amendment will add \$20,000, for a new total contract not-to-exceed amount of \$770,000 and extend the term through September 30, 2020.** This also authorizes the Director to take such other action as may be necessary to accomplish the intent of this vote.

BACKGROUND / JUSTIFICATION

The function of the DWSD Fleet & Facilities Division is to secure and maintain all department vehicles in good working condition, assure availability of vehicles for use and to decommission those that have surpassed their useful service life. The Automotive Warehouse secures, stores and issues various vehicle repair parts from its inventory or through special requests from the Fleet group upon receipt of a check out request.

The City of Detroit added DWSD's implementation and configuration requirements to the AssetWorks' contract in August 2017. AssetWorks Fuel Focus and Fleet Focus applications provide real-time fuel usage tracking, to be used for department charge-backs and capture odometer readings during refueling. The AssetWorks software improves the management and optimization of gas dispensing, parts inventory, work order controls, work flow process, time management and cost savings.

The City of Detroit is currently working on preparing the solicitation for the contract to replace the current one upon expiration, which will include services for DWSD.

PROCUREMENT METHOD

The City of Detroit competitively solicited an RFB for a fuel management system in 2004, which was originally created for the General Services Department (GSD). The CoD contract through multiple amendments, has come to include DDOT and DWSD. The City of Detroit Office of Procurement prepared and submitted a combined contractual Amendment to the Detroit City Council. which was approved by Detroit City Council on March 10, 2020.

SUMMARY

A. Contract No.:	2654324
B. Initial Contract Amount:	\$750,000
C. Proposed Amendment No. 1 Amount:	\$20,000
D. Proposed New Total Contract Amount:	\$770,000
E. Current CoD Contract Term:	11/03/04 - 9/30/20 (approved by City Council 3/10/2020)
F. DWSD Contract Term:	8/1/17 - 12/31/19
G. Proposed Contract Extension Term:	01/01/2020 - 09/30/20
H. Funding Source:	O&M Funds
I. GL String(s):	5721-20244-487711-644115-004104-30129-0000-000000 - 30% Water 5821-20243-497711-644115-004105-30129-0000-000000 - 70 % Sewer

Proposed Amendment No. 1 was presented to the BOWC Finance Committee on April 1, 2020. Per the DWSD Procurement Policy, no other approvals are required; however, since this is a City of Detroit contract, it was approved by the City Council on March 10, 2020