

**Department of Administration
Purchasing Division**

**Waiver of Finance & Personnel Committee Approval
For Sole Source Contract
Contract #E8540A**

Background:

User Department:	ITMD
Purchasing Agent:	Ann Patz
Contract Description:	VSC for Maintenance and Support of FleetFocus FA Software
Vendor Name and Location:	Trapeze Software Group Inc. dba AssetWorks LLC (Wayne, PA)
Contract Term:	01/01/2009-12/31/2011 with the option to extend on an annual basis upon mutual agreement
Requisition # and Date Received:	Requisition #17277, Received 02/6/2019
Original Contract Amount:	\$187,370.70
Expenditures to Date:	\$842,896.95
Current Contract Amount:	\$847,123.03

Purpose of Amendment:

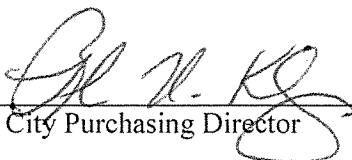
The purpose of this amendment is to increase the estimated contract total by \$100,740.46 from \$847,123.03 to \$947,863.49 as outlined on AssestWorks' Invoice #605-4899 Dated 02/29/2020 (Exhibit 1) and extend the contract term for one (1) year from 03/01/2020 to 02/28/2021, exercising the annual option to extend for one (1) year upon mutual agreement.

This is the tenth (10th) amendment and the estimated contract total including amendments one (1) through nine (9) is now \$947,863.49.

Justification for Waiver:

FleetFocus FA Software supports the Department of Public Works' Fleet Management System and it is utilized to manage all aspects of fleet operations. The Fleet Management System manages fuel, vehicle, and parts records in addition to maintaining vehicle maintenance reports and parts inventory. FleetFocus FA Software is proprietary and the maintenance and support can only be provided by Trapeze Software Group, Inc. d/b/a AssetWorks, LLC.

For this reason and in accordance with City Charter 16-05-4a, Finance and Personnel Committee approval is waived for services authorized by the Common Council.



City Purchasing Director

2.20.2020
Date

F&P Waiver Presentation Date: 02/26/2020

History of Contract Amendments:

Date	Item	Term	Cost
09/08/2008	<u>Original Contract:</u> VSC for Maintenance and Support of FleetFocus FA Software for a period of three (3) years from 01/01/2009 to 12/31/2011 with the option to extend annually upon mutual agreement and estimated contract total of \$187,370.70.	01/01/2009 to 12/31/2011	\$187,370.70
1/09/2009	<u>Amendment #1:</u> Changed the contractor's name from Maximus, Inc. located at 4275 Executive Square, Suite 330, La Jolla, CA 92037 to AssetWorks, Inc. located at 998 Old Eagle School Rd., Suite 1215, Wayne, PA 19087. F&P Committee review not required.	n/a	\$0.00
01/29/2012	<u>Amendment #2:</u> Formally changed the renewal period from January 1 through December 31 annually to February 1 through January 31 annually according to the January 10, 2012 e-mail from DPW representative Michael O'Donnell and increased the estimated contract total by \$62,495.27 from \$187,370.70 to \$249,865.97 to cover expenditures anticipated by the Department of Public Works for the new contract term. Waiver Presented: 1/29/2012	02/01/2012 to 01/31/2013	\$62,495.27
1/30/2013	<u>Amendment #3:</u> Extended through contract one (1) year from 2/1/2013 through 1/31/2014 and increased the estimated contract total by \$72,915.00 from \$249,865.97 to \$322,780.97. Waiver Presented: 01/30/2013	2/01/2013 to 1/31/2014	\$72,915.00
02/12/2014	<u>Amendment #4:</u> Extend through contract one (1) year from 3/01/2014 through 2/28/2015 and increase the estimated contract total by \$250,000.00 from \$322,780.97 to \$572,780.97. Waiver Presented: 02/05/2014	3/01/2014 to 2/28/2015	\$250,000.00
12/18/2014	<u>Amendment #5:</u> Extend the contract for one (1) year from 03/01/2015 to 02/29/2016. F&P Committee review not required.	03/01/2015 to 02/29/2016	\$0.00
01/13/2016	<u>Amendment #6:</u> Incorporate a vendor name change from AssetWorks, Inc. to Trapeze Software Group Inc. dba AssetWorks LLC. and extend the contract for one (1) year from 03/01/2016 to 02/28/2017. F&P Committee review not required.	03/01/2016 to 02/28/2017	\$0.00
1/20/2017	<u>Amendment #7:</u> Increase the estimated contract total by \$87,023.65 from \$572,780.97 to \$659,804.62 and extend the contract for one (1) year from 03/01/2017 to 02/28/2018. Waiver Presented: 02/23/2017	03/01/2017 to 02/28/2018	\$87,023.65
01/20/2018	<u>Amendment #8:</u> Increase the estimated contract total by \$91,374.83 from \$659,804.62 to \$751,179.45 and extend the contract for one (1) year from 03/01/2018 to 02/28/2019. Waiver Presented: 01/31/2018	03/01/2018 to 02/28/2019	\$91,374.83
03/20/2019	<u>Amendment #9:</u> Increase the estimated contract total by \$95,943.58 from \$751,179.45 to \$847,123.03 and extend the contract term for one (1) year from 03/01/2019 to 02/29/2020. Waiver Presented: 03/20/2019	03/01/2019 to 02/29/2020	\$95,943.58
Pending	<u>Amendment #10:</u> Increase the estimated contract total by \$100,740.76 from \$847,123.03 to \$947,863.49 and extend the contract term for one (1) year from 03/01/2020 to 02/28/2021.	03/01/2020 to 02/28/2021	\$100,740.46
Total (including the pending amendment)			\$947,863.49