

RESOLUTION No. 23-71

A RESOLUTION OF THE MAYOR AND THE CITY COUNCIL OF THE CITY OF DORAL, FLORIDA, AUTHORIZING THE CITY MANAGER TO PURCHASE SUBSCRIPTION AND IMPLEMENTATION SERVICES OF THE ASSETWORKS FLEETFOCUS FLEET MANAGEMENT SOFTWARE FROM ASSETWORKS, IN ORDER TO EQUIP THE PUBLIC WORKS FLEET MAINTENANCE FACILITY; APPROVING THE PURCHASE OF THE SAME IN AN AMOUNT NOT TO EXCEED \$110,480.00; AUTHORIZING THE CITY MANAGER TO RENEW AND EXPEND THE ANNUAL LICENSE FEE IN AN AMOUNT NOT TO EXCEED ANNUAL BUDGETED FUNDS FOR AS LONG AS THE SYSTEM IS UTILIZED BY THE FLEET MAINTENANCE DIVISION; AND APPROVING THE TRANSFER OF \$110,480.00 FROM ACCOUNT No. 001.80005.500633 TO ACCOUNT No. 001.80005.500520; AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT AND TO EXPEND BUDGETED FUNDS IN FURTHERANCE HEREOF; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the City of Doral (“City”) Public Works Department (“PWD”) seeks to procure an essential tool of a properly established and efficient fleet maintenance operation in the form of a capable fleet maintenance software; and

WHEREAS, the PWD has chosen AssetWorks FleetFocus software because it is one of the most functional and technologically advanced softwares for maintenance management available today; and

WHEREAS, the software will allow for less time to be spent managing data and will provide a complete visibility of fleet related assets and equipment to help improve efficiency, reduce costs, and measure performance; and

WHEREAS, AssetWorks presented the City with a quote based on the discounted price provided as part of the Equalis Group Contract Number COG-2123A; and

WHEREAS, Equalis Group is a cooperative purchasing organization, and pursuant to Section 2-322 of the City's Code of Ordinances, the City is authorized to purchase supplies, materials, equipment and contractual services which are the subject of contracts through cooperative purchasing ventures, when the best interest of the City would be served thereby; and

WHEREAS, the total cost for the implementation of AssetWorks FleetFocus fleet management software is \$90,680.00, and the first year annual subscription cost is \$19,000.00, totaling \$110,480.00; and

WHEREAS, the annual subscription will total \$29,160.00 commencing on Fiscal Year 2023-24 as it will include the optional telematics services annual subscription for the current two hundred sixty (260) vehicles equipped with GeoTab devices; and

WHEREAS, the PWD respectfully request that the City Council authorize the City Manager to proceed with the purchase and implementation of the AssetWorks FleetFocus fleet maintenance software, in an amount of \$110,480.00, and to renew the annual license, maintenance, and technical support for the licensed modules from AssetWorks, in an amount not to exceed annual budgeted funds for as long as the system is utilized by the Fleet Maintenance Division; and

WHEREAS, the PWD respectfully requests that the City Council approve the budget transfer of \$110,480.00 from Public Works Department Fund "Improvements – Street" Account (Account Num. 001.80005.500633) to the Public Works Department Fund "Operating Supplies" Account (Account Num. 001.80005.500520) to provide sufficient funding for this request; and

WHEREAS, the cost for Fiscal Year 2023-24 and the subsequent Fiscal Years annual subscription will be budgeted in the IT Department Fund, Account Num. 001.22005.500464.

NOW, THEREFORE BE IT RESOLVED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF DORAL AS FOLLOWS:

Section 1. Recitals. The above recitals are confirmed, adopted, and incorporated herein and made part hereof by this reference.

Section 2. Approval. The purchase of the Fleet Maintenance Software for the Public Works Fleet Maintenance Division from AssetWorks, pursuant to the quote attached hereto as Exhibit "A", which is incorporated herein and made a part hereof by this reference, in an amount not to exceed \$110,480.00 (for the implementation of the software), the renewal of the annual license, maintenance, and technical support for the AssetWorks licensed modules, in an amount not to exceed annual budgeted funds for as long as the system is utilized by the Fleet Maintenance Division, and the budget transfer of \$110,480.00 from the Public Works Account Num. 001.80005.500633 to Account Num. 001.80005.500520, are hereby approved.

Section 3. Authorization. The City Manager is authorized to enter into an agreement with AssetWorks for the purchase and implementation of software, execute the transfer, and expend budgeted funds on behalf of the City in furtherance hereof.

Section 4. Implementation. The City Manager and the City Attorney are hereby authorized to take such further action as may be necessary to implement the purpose and the provisions of this Resolution.

Section 5. Effective Date. This Resolution shall take effect immediately upon adoption.

The foregoing Resolution was offered by Councilmember Puig-Corve who moved its adoption. The motion was seconded by Vice Mayor Pineyro and upon being put to a vote, the vote was as follows:

Mayor Christi Fraga	Yes
Vice Mayor Rafael Pineyro	Yes
Councilwoman Digna Cabral	Yes
Councilwoman Maureen Porras	Yes
Councilman Oscar Puig-Corve	Yes

PASSED AND ADOPTED this 10 day of May, 2023.



CHRISTI FRAGA, MAYOR

ATTEST:



CONNIE DIAZ, MMC
CITY CLERK

APPROVED AS TO FORM AND LEGAL SUFFICIENCY
FOR THE USE AND RELIANCE OF THE CITY OF DORAL ONLY:



VALERIE VICENTE, ESQ. for
NABORS, GIBLIN & NICKERSON, P.A.
CITY ATTORNEY

EXHIBIT “A”



ORDER FORM

AssetWorks Inc.
 998 Old Eagle School Road, Suite 1215
 Wayne, PA 19087

Order #: Q-09112-3
Date: 2/20/2023
Expires On: 5/30/2023

Ship To
 City of Doral
 8401 Northwest 53rd Terrace
 Doral, Florida 33166
 United States

Bill To
 City of Doral
 8401 Northwest 53rd Terrace
 Doral, Florida 33166
 United States

This Order Schedule is issued pursuant to **Equalis Group Contract #COG-2123A** between AssetWorks and the above named Customer. Parties agree to be bound by those terms and conditions.

FleetFocus Annual SaaS Fee

Description	QTY	UNIT PRICE	Line Total
FleetFocusFA SaaS License	300	USD 5.50	USD 19,800.00
Reporting Module			Included
Shop Activity Module			Included
KPI/Dashboards Module			Included
Telematics Module			Services and Subscription Not Included
FluidFocus Graco Interface Module			Services Not Included
Crystal Reports Server OEM Edition - with 1x report writer			Included
		Annual SaaS Fee Year One:	USD 19,800.00
		Annual SaaS Fee Year Two:	USD 19,800.00
		Annual SaaS Fee Year Three:	USD 19,800.00
		Annual SaaS Fee Year Four:	USD 19,800.00
		Annual SaaS Fee Year Five:	USD 19,800.00

Implementation Services

Description	Line Total
Project Management Services	USD 11,000.00
Project Kickoff & Orientation	USD 2,640.00
SaaS - One Time Setup Fee	USD 7,920.00
System Setup Services	USD 7,040.00
System Configuration Services	USD 10,560.00
Configure 1 Fueling System Import	USD 1,760.00
Data Conversion Services	USD 10,560.00
Testing Services	USD 1,760.00
Training Services	USD 8,800.00
Go Live Support Services	USD 10,560.00
Estimated Travel Costs (2 trips)	USD 4,000.00
Implementation Total:	USD 76,600.00

Grand Total Year One: USD 96,400.00

Optional Items:

Geotab Telematics Subscription *Optional

Description	QTY	Annual Fee
Telematics Cloud interface adaptor –Per Vehicle Pricing	1	USD 36.00
Annual Total:		USD 36.00

Optional Implementation Services

Description	Line Total
Configure and Test FluidFocus (Graco) Interface Adaptor	USD 7,040.00
Configure and Test Telematics Cloud interface adaptor	USD 7,040.00
Total:	USD 14,080.00

AssetWorks Professional Services Standard Terms – New Customer

- FleetFocus SaaS license is based on active units in Fleet; rolling stock, trailers, yellow iron, etc.
- Crystal Reports Enterprise is required for FleetFocus Standard Reports.
- All costs are quoted in USD and do not include applicable taxes.
- Annual SaaS Fees will be invoiced upon contract execution.
- All warranties conveyed by the manufacturer to AssetWorks are included.
- This is a high-level Professional Services estimate. A detailed statement of work (SOW) and project plan will be required before contract signing. The final signed SOW which specifies scope and pricing terms takes precedence over the “AssetWorks Professional Services Standard Terms – New Customer”.
- Data conversion services include data load training and AssetWorks to load and provide troubleshooting assistance for the items listed below.
 - Equipment Master Records – fleet assets and components (estimated based on license count)
 - Part Master Records - up to two inventory locations
 - Summary Cost History - summed totals of data by year and month
- Data conversion services assume the customer will extract the agreed-upon data from its current systems and populate AssetWorks provided Microsoft Excel™ templates with scrubbed and cleansed final data combined of all groups assets and parts. AssetWorks will consult with the customer on the data required to gather, necessary formatting and general mapping of items into the application but does expect the customer will do recommended and/or required clean-up as the customer has first-hand knowledge of their data.
- Detailed work order and purchase order/receipt history is not included, unless noted on quote.
- All functional and operational groups who will be using and/or impacted by the new system should participate in all sessions, which will be conducted once. Repeating previously conducted sessions (i.e., system setup, data load training, system training, etc.) will require a change order for additional project budget.
- Training assumes train-the-trainer approach and one physical location for training for all groups.
- Where applicable, standard training materials will be utilized. Quote does not include customized training materials, unless otherwise noted.
- Costs are estimated for a time & materials project however all technical services including custom interfaces, product enhancements, custom reports, out of the box integration setup services, etc. are provided at a fixed fee.
- Actual costs might be greater or lesser than those presented in this quote.
- Travel: If travel is required and quoted, expenses will be reimbursed as incurred, unless otherwise noted. Expenses include actual costs for lodging, air and ground travel and per diem rates for meal expenses (corporate rate/government agreement).
- If this order is abandoned, paused, or cancelled by the customer for any reason mid-effort, the customer will be billed for all AssetWorks time incurred at the current contracted labor rate.
- Professional Services engagements have an 8-12 week lead time from execution of contract/order.

In the event Customer's business practices require that Customer issue a purchase order number prior to payment of any AssetWorks invoices issued under this Agreement, then such purchase order number must be entered below. Customer's execution of the Order Form without designating a purchase order number shall be deemed Customer's acknowledgement that no purchase order number is required for payment of invoices hereunder.

Purchase Order Number: _____

**Accepted by
Customer:**

**Accepted by
AssetWorks:**

Signature: _____

Signature: _____

**Name
(Print):** _____

**Name
(Print):** _____

Title: _____

Title: _____

Date: _____

Date: _____

Please sign and email to John Crane at john.crane@assetworks.com.

THANK YOU FOR YOUR BUSINESS!