



Pinellas County

Staff Report

File #: 17-922A, **Version:** 1

Subject:

Ranking of firms and agreement with AssetWorks, LLC for purchase, implementation, and maintenance services pertaining to a new fuel dispensing and accounting system.

Recommended Action:

Approval of the ranking of firms and agreement with AssetWorks, LLC (AssetWorks) for purchase, implementation, and maintenance services pertaining to a new fuel dispensing and accounting system.

- Purchase, implementation and support services pertaining to a new fuel focus fully integrated fuel dispensing management system to replace the legacy fuel management system which is beyond its useful life.
- Implementation services will be completed within thirty-two (32) weeks from notice to proceed at a not to exceed amount of \$729,195.86 including maintenance and support (\$62,945.00) and unspecified services (\$66,290.53).
- Maintenance and support services shall commence upon go-live and continue for a five (5) year period.
- Seven (7) proposals were received with recommendation for award to the highest ranked firm AssetWorks.
- This projected is budgeted and funded by the Fleet Management Capital Improvement Program (CIP) "Fueling System Retrofits" fund.

Contract no. 167-0378-P in the total not to exceed amount of \$729,195.86. Authorize the Chairman to sign and the Clerk of the Court to attest.

Strategic Plan:

Deliver First Class Services to the Public and Our Customers

5.2 Be responsible stewards of the public's resources

5.3 Ensure effective and efficient delivery of county services and support

5.4 Strive to exceed customer expectations

Summary:

This project provides for the supply, implementation and support services of the Fuel Focus system, a new fully integrated, real time fuel dispensing management system that supports continuous, real-time fuel management, processes the issue, receipt, and transfer of all fuel and fluid consumables, including commercially purchased fuel.

The system provides for validation of data such as vehicle, user and department ID, meter readings, dispensing fluid, and fuel tank capacity against values stored in a single, centralized database. The new system will enable greater accountability, improved accuracy and consistency of information.

Implementation services is estimated at thirty-two (32) weeks

Maintenance and support services will commence upon go live and continue for a five (5) year term at a fixed annual price of \$12,589.00. The total 5-year support fees (\$62,945.00) will be invoiced upon the go-live date. If the County cancels support, credit will be applied for the unused amount of support. A total of \$66,290.53 (10% of project fees) has been included, as contingency, to provide for unspecified related services during implementation.

Background Information:

On June 28, 2017, the Purchasing Department, on behalf of the Department of Real Estate Management Fleet Management Division, released a Request for Proposal (RFP) for the above referenced services, resulting in seven (7) proposals. The firms in order of ranking are attached.

The protracted time between the release of the RFP and negotiated agreement was due to additional research required by both AssetWorks and County staff to ensure the proper background technology is in place to support the new system and to negotiate terms and conditions.

The current fuel management system has been in place for approximately fifteen (15) years and is obsolete, unsupported, and beyond its useful life.

Fiscal Impact:

Estimated expenditure not to exceed \$729,195.86.

- Implementation services not to exceed \$599,960.33
- Software Maintenance fees not to exceed \$62,945.00
- Unspecified funds not to exceed \$66,290.53

Funding is provided through the Capital Improvement Program (CIP) "Fueling System Retrofits" fund.

Staff Member Responsible:

Andrew Pupke, Director, Real Estate Management

Joe Lauro, Director, Purchasing

Partners:

N/A

Attachments:

Master Services Agreement

Ranking Spreadsheet