

CITY OF EL PASO, TEXAS
AGENDA ITEM DEPARTMENT HEAD'S SUMMARY FORM

DEPARTMENT: Facilities and Fleet Management

AGENDA DATE: April 28, 2015

CONTACT PERSON/PHONE: Larry F. Nichols, Facilities and Fleet Management Interim Director,
(915) 212-8000
Bruce D. Collins, Purchasing Director, (915) 212-1181

DISTRICT (S) AFFECTED: ALL

STRATEGIC GOAL: No. 6: Set The Standard For Sound Governance And Fiscal Management

SUBJECT:

The Facilities and Fleet Management Department requests the approval of AssetWorks, LLC as a sole source provider for Fleetfocus Software. This purchased will be to upgrade the FleetFocus Software system for vehicle maintenance. The total amount is \$87,800.00.

BACKGROUND / DISCUSSION:

The current software is out-dated and must be upgraded to ensure it is functioning to its maximum capacity. A study was performed by the Department of Information Technology consisting of analyzing other software and their associated costs and concluded that it was best to with the current software and upgrade it to a web based version.

PRIOR COUNCIL ACTION:

N/A

SELECTION SUMMARY:

N/A

AMOUNT AND SOURCE OF FUNDING:

Department: Facilities and Fleet Management
Total Estimated Award: \$87,800.00
Funds Available: Dept: 231 Div: 37020 Acct: 531240 Fund: 3600 Program Code: P3710
Funds Source: Facilities and Fleet Maintenance Dept – Internal Service Fund – Inventory Purchases

BOARD / COMMISSION ACTION:

N/A

*****AUTHORIZATION*****

DEPARTMENT HEAD:

Larry F. Nichols, Interim Director
Facilities and Fleet Management Department

**COUNCIL PROJECT FORM
(SOLE SOURCE)**

*******POSTING LANGUAGE BELOW*******

Please place the following item on the **REGULAR** agenda for the Council Meeting of **APRIL 28, 2015**.

STRATEGIC GOAL: No. 6: Set The Standard For Sound Governance And Fiscal Management

Discussion and action on the request that the Director of the Purchasing & Strategic Sourcing Department be authorized to issue a Purchase Order to AssetWorks, LLC, the sole source provider of FleetFocus Enterprises Asset Management System.

Department:	Facilities & Fleet Management
Award to:	AssetWorks, LLC Wayne, PA
Total Estimated Award:	\$87,800.00
Account No.:	231-37020-531240-3600-P3710
Funding Source:	Facilities and Fleet Maintenance Dept – Internal Service Fund – Inventory Purchases
District(s):	All
Sole Source No.:	2015-881

This is a Sole Source, service contract.

*******ADDITIONAL INFO BELOW*******

AssetWORKS

TO: CITY OF EL PASO

FROM: AssetWorks LLC.
John H. Hines, III, President

DATE: December 4, 2014

RE: FLEETFOCUS™

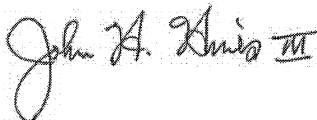
This letter is to verify that as a result of change of ownership finalized on October 1, 2008, AssetWorks LLC is the Sole Source Provider of FleetFocus Enterprise Asset Management System. AssetWorks LLC holds all rights to sales, distribution, implementation services, support & maintenance services and development services to FleetFocus™.

AssetWorks LLC is incorporated in the State of Delaware. AssetWorks LLC is headquartered in Wayne, Pennsylvania. The AssetWorks Federal ID number is 46-0521049.

Please feel free to contact me with any questions or concerns at:

John H. Hines, III, President
AssetWorks LLC.
998 Old Eagle School Road, Suite 1215
Wayne, PA 19087
Tel: 610-687-9202/ Fax 610-971-9447
Email: john.hines@assetworks.com

Signature:





**FINANCIAL SERVICES
PURCHASING DIVISION**

SOLE SOURCE AFFIDAVIT

THIS IS AN OFFICIAL PURCHASING DOCUMENT – RETAIN WITH PURCHASE ORDER FILE

Before me, the undersigned official, on this day, personally appeared John H. Hines III, a person known to me to be the person whose signature appears below; whom after being duly sworn upon his/her oath deposed and said:

1. My name is John H. Hines III. I am over the age of 18, have never been convicted of a crime and am competent to make this affidavit.
2. I am an authorized representative of the following company or firm: AssetWorks LLC.
3. The above named company or firm is the sole source for the following item(s), product(s) or service(s):
FleetFocus
4. Competition in providing the above named item(s) product(s), service(s) is precluded by the existence of a patent, copyright, secret process or monopoly as stated under Section 252.022, Subchapter A of the Local Governmental Code 7A or as provided for under 7B-F of the same section. Also, attached hereto is a sole source letter, which sets forth the reasons why this Vendor is a sole source provider (dated and signed).
5. There is/are no other like item(s) or product(s) available for purchase that would serve the same purpose or function.
6. **Note: This Vendor understands that by providing false information on this Sole Source Affidavit, it may be considered a non-responsible Vendor on this and future purchases and may result in discontinuation of any/all business with the City of El Paso.**

Signature

SUBSCRIBED AND SWORN to before me on this 4 day of December, 2014

NOTARY PUBLIC

Judith L Sons

PRINTED NAME

30 Sep 2017

MY COMMISSION EXPIRES

COMPANY NAME: AssetWorks LLC
ADDRESS, CITY, STATE & ZIP CODE: 998 Old Eagle School Rd, Suite 1215, Wayne, PA 19087
PHONE: 610-687-9202 FAX NUMBER: 610-971-9447
CONTACT NAME AND TITLE: Allan Richardson, National Sales Executive
WEB ADDRESS: www.assetworks.com EMAIL: allan.richardson@assetworks.com
FEDERAL TAX ID NUMBER: 46-0521049 TEXAS SALES TAX NUMBER: 14605210492