



Board Agenda Item 32

DATE: August 21, 2018

TO: Board of Supervisors

SUBMITTED BY: Robert W. Bash, Director of Internal Services/Chief Information Officer

SUBJECT: Agreement with Assetworks LLC for active GPS monitoring hardware and service

RECOMMENDED ACTION:

- 1. Make a finding that is in the best interest of the County to waive the competitive bidding process consistent with Administrative Policy No. 34 for unusual or extraordinary circumstances as Assetworks LLC (“Assetworks”) is the only vendor that allows for integration into the current ISD - Fleet Services’ active GPS monitoring system.**
- 2. Approve and authorize the Chairman to execute an agreement with Assetworks for active GPS monitoring systems, which supersedes and replaces Purchasing Agreement No. 15-060, effective upon execution, which includes a three-year base contract and one optional seven month extension for a maximum potential three-year-seven-month total (expiration March 23, 2022) not to exceed \$710,000.**

Approval of the recommended actions will allow ISD - Fleet Services Division to continue purchasing active GPS monitoring hardware and monthly service for County vehicles and equipment from current vendor Assetworks, and fulfill increasing demand from departments for active GPS monitoring systems. The total cost for the potential three-year-seven-month Agreement is \$710,000. This item is countywide.

ALTERNATIVE ACTION(S):

Not approving the recommended actions will leave department requests for active GPS monitoring systems unfulfilled and departments currently utilizing active GPS monitoring systems will have services suspended until an agreement is in place.

SUSPENSION OF COMPETITION:

The request to waive the competitive bidding process is consistent with Administrative Policy No. 34 as Assetworks is the current provider of active GPS monitoring systems and is the only vendor that allows for integration into the current ISD - Fleet Services’ fleet management system. Similar active GPS tracking systems are provided by Fleetmatics and Telogis. However, systems from these companies are not being considered as they will not allow integration into the current fleet management system.

The ISD - Purchasing Division concurs with the department’s request to waive the competitive bidding process.

FISCAL IMPACT:

There is no increase in Net County Cost associated with the recommended actions for Fleet Services Org

8910. All costs associated with these services are recovered through charge backs to user County departments. Sufficient appropriations and estimated revenues are included in the Fleet Services Org 8910 FY 2018-19 Adopted Budget and will be requested in subsequent budgets subject to approval by your Board.

DISCUSSION:

Active GPS monitoring systems allow County departments to track vehicle and equipment location, monitor driver behavior and diagnose trouble codes in real time, and proactively service vehicles before costly repairs are necessary.

On March 6, 2015, Purchasing Agreement P-15-060-P was established with Assetworks for a three-year period from March 1, 2015 to February 28, 2018 and allowed for the purchase of 55 active GPS Units and monthly service fees, with a contract maximum of \$44,008.62. Amendment One was executed May 12, 2015 and allowed for the purchase of thirty-two additional active GPS units. Amendment Two was executed on October 16, 2015 and increased the contract maximum by \$50,000 for a total three-year contract maximum of \$94,008.62.

Due to increasing demand from County departments, staff recommends the current Purchasing Agreement P-15-060-P with Assetworks for active GPS hardware and services be superseded by a Board Agreement, as the maximum amount allowable for services will now exceed the Purchasing Manager's authority of \$100,000. As the current Purchasing Agreement expired on February 28, 2018, staff proposes this replacement Board Agreement for a term of 3 years (beginning upon execution), with 2 one year renewal periods thereafter, in order to take advantage of favorable pricing now offered by Assetworks.

The Agreement will be for a 3 year initial contract and one, additional 7 month contract extension through to March 23, 2022, to coincide with the expiration of its piggybacked contract with the United States General Service Administration (GSA).

The recommended Agreement uses non-standard indemnification and defense language in favor of the County. These nonstandard provisions were accepted by the County in the prior agreement. Also, the recommended Agreement allows for a combination of insurance and or self-retention insurance for both parties and does not contain an Independent Contractor clause.

Approval of the first recommended action will approve the department's request to waive the competitive bidding process consistent with Administrative Policy No. 34 for unusual or extraordinary circumstances.

Approval of the second recommended action approves and authorizes the Agreement with Assetworks for a three-year base contract and an optional seven (7) month extension period through to March 23, 2022, based upon electronic mail approval by both parties and payment of the annual or prorated fee(s), for a total amount not to exceed \$710,000.

ATTACHMENTS INCLUDED AND/OR ON FILE:

On file with Clerk - Agreement with Assetworks LLC for Active GPS
On file with Clerk - Purchasing Agreement No. P-15-060-P
On file with Clerk - First Amendment to Purchasing Agreement No. P-15-060-P
On file with Clerk - Second Amendment to Purchasing Agreement No. P-15-060-P
Suspension of Competition Request Form

CAO ANALYST:

Juan Lopez

