

STATEMENT OF BUDGET IMPACT
(Policy Number 94-45)
Budgetary Review of Proposed Resolution &
Ordinances with Financial Implication.

Date: June 6, 2014

BIS 14-164

File: TMP-2014-00330

Proposed Legislation:

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLYWOOD, FLORIDA, AUTHORIZING THE APPROPRIATE CITY OFFICIALS TO NEGOTIATE AND EXECUTE AN AGREEMENT BETWEEN ASSETWORKS, LLC (THE HIGHEST RANKED FIRM) AND THE CITY OF HOLLYWOOD FOR A FLEET MAINTENANCE AND FUEL MANAGEMENT PROGRAM WEB BASED SOFTWARE SYSTEM IN AN AMOUNT NOT TO EXCEED \$223,505.44; APPROVING THE REAUTHORIZATION AND REAPPROPRIATION OF CERTAIN PREVIOUSLY AUTHORIZED AND APPROPRIATED FUNDS IN AN IDENTIFIED ACCOUNT CONTAINED IN THE ADOPTED FISCAL YEAR 2012 OPERATING BUDGET, AS AMENDED, WHICH BALANCE REMAINED UNENCUMBERED AT THE END OF FISCAL YEAR 2012, INTO AN IDENTIFIED FISCAL YEAR 2014 ACCOUNT IN THE AMOUNT AS DETAILED IN THE ATTACHED ATTACHMENT "A"; AND, FURTHER, AUTHORIZING AN AMENDMENT TO THE FY 2014 OPERATING BUDGET AS ADOPTED AND APPROVED BY RESOLUTION R-2013-275 TO PERMIT THE TRANSFER OF CERTAIN FUNDING AS DETAILED IN THE ATTACHED ATTACHMENT "A" .

Statement of Budget Impact:

1. ☐ No Budget Impact associated with this action;
2. ☒ Sufficient resources are identified /available;
3. ☐ Budgetary resources not identified/unavailable;
4. ☐ Potential Revenue is possible with this action;
5. ☒ Will not increase the cost of Housing;
6. ☐ May increase the cost of Housing; (CDAB review required)

Explanation:

The City's Public Works Department requested that Procurement Services issue a Request for Proposals (RFP) for a Fleet Maintenance and Fuel Management Program Web Based Software System to provide various features and capabilities for the Fleet

Management Division to utilize in the management of their fleet maintenance and fuel management operations.

On October 8, 2013, Notices of RFP Availability were mailed and RFP-4376-14-RD was advertised on-line via the City's website and DemandStar.

RFP-4376-14-RD was opened at 3:00 P.M., on November 8, 2013 and resulted in responses from four (4) firms.

Each proposal was evaluated by a Committee consisting of the following individuals: the Director of Public Works, the Director of Information Technology, the Fleet Management Coordinator, a Police Sergeant, and a Budget Officer. Evaluation of the submitted proposals was based upon the criteria set forth in the RFP.

The evaluation committee ranked the four (4) firms in the following order:

1. AssetWorks, LLC
2. Chevin Fleet Solutions, Inc.
3. Faster Asset Solutions
4. AceApplications, LLC

The Evaluation Committee recommends that the City Commission authorize the appropriate City staff to negotiate and execute an Agreement with Assetworks LLC, for a Fleet Maintenance and Fuel Management Program Web Based Software System in an amount not to exceed \$223,505.44.

There is currently \$40,638.00 available in the Central Services Fund account number 57.5101.00102.590.006442. The remaining funding necessary totaling \$183,000.00 will be authorized and appropriated into account number 57.5101.00102.590.006442 from the sources detailed below:

<u>Description</u>	<u>Account Number</u>	<u>Amount</u>
Net Assets – Central Services to be authorized and appropriated	N/A	175,000.00
Transfer from Waste Disposal account	45.5121.00000.534.004360	8,000.00
Total funds to be transferred		<u>183,000.00</u>

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