

13. 24-55963 Recommendation to adopt resolution authorizing City Manager, or designee, to execute a contract, and any necessary documents including any necessary subsequent amendments, with AssetWorks Inc., of Wayne, PA, for the purchase of software, hardware, and continued support of the M-5 Fleet Management database, in an annual amount of \$250,000, authorize a 15 percent contingency in the amount of \$37,500, for a total annual amount not to exceed \$287,500, for a period of two years, with the option to renew for three additional one-year periods, at the discretion of the City Manager; and

Increase appropriations in the Fleet Services Fund Group in the Financial Management Department, by \$287,500, offset by funds available generated by revenue collected from user departments through the Fleet Memorandum of Understanding (MOU). (Citywide)

Levine Act: Yes

Office or Department:

Suggested Action: Approve recommendation.

January 7, 2025

Honorable Mayor and City Council
City of Long Beach
California

RECOMMENDATION:

Recommendation to adopt a Resolution authorizing the City Manager, or designee, to execute a contract, and any necessary documents including any necessary subsequent amendments, with AssetWorks Inc., of Wayne, PA, for the purchase of software, hardware, and continued support of the M-5 Fleet Management database, in an annual amount of \$250,000, authorize a 15 percent contingency in the amount of \$37,500, for a total annual amount not to exceed \$287,500, for a period of two years, with the option to renew for three additional one-year periods, at the discretion of the City Manager; and,

Increase appropriation in the Fleet Services Fund Group in the Financial Management Department, by \$287,500, offset by funds available generated by revenue collected from user departments through the Fleet Memorandum of Understanding (MOU). (Citywide)

DISCUSSION

City Council approval is requested to enter into a contract with AssetWorks Inc. (AssetWorks) for the purchase of software, hardware, and support services of the M-5 Fleet Management database. AssetWorks is the developer of the proprietary M-5 software used by the Fleet Services Bureau (Fleet) in the Financial Management Department to manage City of Long Beach (City) vehicle and equipment assets. There are no local vendors that can provide this sole source service.

AssetWorks will continue to supply the proprietary M-5 software and hardware solutions that provide data regarding the City's vehicle and equipment assets. The sole source vendor has been delivering these services for over 10 years, and the contract is expected to significantly reduce the time and resources associated with managing individual purchase orders for system upgrades from the incumbent vendor. AssetWorks' critical support encompasses software and hardware upgrades, troubleshooting services, advanced applications for predictive analytics, asset management, enhanced user interfaces, telematics integration, and provisions for the effective management of electric vehicle (EV) charging. The software upgrades will facilitate integration with other City systems, including Munis Financial and Geotab telematics software. Furthermore, the telematics-based predictive analytics tool developed by AssetWorks integrates telematics data from City vehicles with maintenance records, enabling the prediction of potential maintenance failures. This capability assists in minimizing vehicle breakdowns and associated costs. Additionally, the contract will allow for an increase in user and asset licenses to accommodate a larger and more expanded fleet, as well as provide training for City staff.

City Charter Section 1801 requires that contracts for City purchases be awarded to the lowest responsible bidder after a competitive bid process but allows for awards without a competitive bid process if accompanied by a Resolution adopted by the City Council.

This matter was reviewed by Deputy City Attorney Ashleigh Stone and Revenue Management Officer Geraldine Alejo on December 13, 2024, and by Administrative Analyst Tommy Ryan on December 5, 2024.

TIMING CONSIDERATIONS

City Council action to adopt a Resolution and award a contract concurrently is requested on January 7, 2025, to ensure a contract is in place expeditiously.

LEVINE ACT

This item is subject to the Levine Act. The Mayor, Councilmembers, and Commissioners who have received a contribution of more than \$500 within 12 months prior from a party, participant, or their representatives involved in this proceeding may do either of the following: (1) disclose the contribution on the record and recuse themselves from this proceeding; OR (2) return the portion of the contribution that exceeds \$500 within 30 days from the time the elected official knew or should have known about the contribution and participate in the proceeding.

All parties, participants, and their representatives must disclose on the record of this proceeding any contribution of more than \$500 made to the Mayor or any Councilmembers within 12 months prior to the date of the proceeding. The Mayor, Councilmembers, and Commissioners are prohibited from accepting, soliciting, or directing a contribution of more than \$500 from a party, participant, or their representatives, during a proceeding and for 12 months following the date a final decision is rendered.

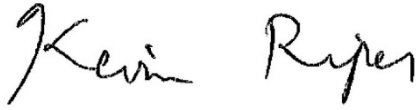
FISCAL IMPACT

The total annual contract amount will not exceed \$287,500, inclusive of a 15 percent contingency, for software, hardware, and continued support of the M-5 Fleet Management database. An appropriation increase of \$287,500 is requested in the Fleet Services Fund Group in the Financial Management Department, offset by charges to user departments and collected as part of the Fleet Services Memorandum of Understanding (MOU) billing processing. This recommendation has no staffing impact beyond the normal budgeted scope of duties and is consistent with existing City Council priorities. There is no local job impact associated with this recommendation.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,

A handwritten signature in black ink that reads "Kevin Riper". The signature is fluid and cursive, with the first and last names clearly legible.

Kevin Riper
Financial Management

APPROVED:

A handwritten signature in blue ink that reads "T.B. Modica". The signature is stylized and cursive, with the first and last names clearly legible.

THOMAS B. MODICA
CITY MANAGER

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF LONG BEACH AUTHORIZING THE CITY
MANAGER TO EXECUTE A CONTRACT AND ANY
AMENDMENTS THERETO WITH ASSETWORKS, INC.,
WITHOUT ADVERTISING FOR BIDS FOR THE PURCHASE
OF SOFTWARE, HARDWARE, AND CONTINUED
SUPPORT OF THE M-5 FLEET MANAGEMENT DATABASE
IN AN ANNUAL AMOUNT NOT TO EXCEED \$287,500

WHEREAS, the City of Long Beach ("City") desires to purchase software,
hardware, and continued support for the M-5 Fleet Management database (M-5); and

WHEREAS, AssetWorks, Inc., developed the proprietary M-5 software used
by the Fleet Services Bureau in the Financial Management Department to manage
vehicle and equipment assets; and

WHEREAS, AssetWorks, Inc., will continue to provide software and
hardware solutions that provide data on the City's vehicle and equipment assets; and

WHEREAS, the support provided by AssetWorks, Inc., will include software
and hardware upgrades, troubleshooting services, and training for City staff; and

WHEREAS, the software upgrades will provide integration with City
systems such as MUNIS Financials and Geotab telematics software; and

WHEREAS, AssetWorks, Inc., is the developer and sole source for
specialized software of this type; and

WHEREAS, as a result, no useful purpose would be served by advertising
for bids and to do so would constitute an idle and useless act and an unnecessary
expenditure of public funds;

NOW, THEREFORE, the City Council of the City of Long Beach resolves as

1 follows:

2 Section 1. The above recitals are true and correct and are incorporated
3 herein.

4 Section 2. The City Manager is hereby authorized to enter a contract and
5 any amendments thereto with AssetWorks, Inc., for the purchase of software, hardware,
6 and continued support of the M-5 Fleet Management database in an annual amount of
7 \$250,000, with a fifteen percent contingency of \$37,500, for a total annual amount not to
8 exceed \$287,500, for a period of two (2) years, with the option to renew for three (3)
9 additional one-year periods at the discretion of the City Manager.

10 Section 3. This resolution shall take effect immediately upon its adoption
11 by the City Council, and the City Clerk shall certify the vote adopting this resolution.

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I hereby certify that the foregoing resolution was adopted by the City Council of the City of Long Beach at its meeting of _____, 2025 by the following vote:

Ayes: Councilmembers: _____

Noes: Councilmembers: _____

Absent: Councilmembers: _____

Recusal(s): Councilmembers: _____

City Clerk

2. Has any Agent on behalf of you or your organization made any political contributions to any City Officer in the twelve (12) months preceding the date of the submission of your proposals or the anticipated date of any City Council Board, or Commission action related to this license, permit, or contract?

☐ YES

☒ NO

If yes, please identify the City Officer(s):

Officer Name	Payee Name	Payment Date	Payment Amount

3. Do you or your organization anticipate or plan to make any political contribution of more than \$500 to any City Officer in the 12 months following any City Council, Board, or Commission action related to this license, permit, or contract?

☐ YES

☒ NO

If yes, please identify the City Officer(s):

Officer Name	Payee Name	Payment Date	Payment Amount

4. Does any Agent on behalf of you or your organization anticipate or plan to make any political contribution to any City Officer in the 12 months following any City Council, Board, or Commission action related to this license, permit, or contract?

☐ YES

☒ NO

If yes, please identify the City Officer(s):

Officer Name	Payee Name	Payment Date	Payment Amount

Answering yes to any of the questions above does not preclude the City of Long Beach from awarding a license, permit, or contract to your organization or any taking any subsequent action related to the said license, permit, or contract. It does, however, preclude the identified City Officers from participating in any actions related to this license, permit, or contract.

10 Dec 2024 Greg Richards, General Manager

AssetWorks Inc

(Date)

(Printed Name/Title of Authorized Representative)

(Name of business/legal entity)


(Signature)

You must submit a supplemental form if you make any new reportable contribution(s) while the contract, license, permit, or other entitlement is being considered.

LEVINE ACT DISCLOSURE STATEMENT

DEFINITIONS

Term	Definition	Law
Covered "proceedings"	A proceeding to grant, deny, revoke, restrict, or modify a license, permit or other entitlement for use, that does not solely involve purely ministerial decisions and is: (1) Applied for by the party; (2) Formally or informally requested by the party; or (3) A contract between the agency and the party or a franchisee granted by the agency to the party, other than a contract that is competitively bid , a labor contract , or a personal employment contract .	FPPC Reg 18438.2(a)
Party	Any person who files an application for, or is the subject of, a proceeding involving a license, permit, or other entitlement for use.	Gov. Code 84308(a)(1)
Participant	Any person who is not a party but who actively supports or opposes a particular decision in a proceeding involving a license, permit, or other entitlement for use and who has a financial interest in the decision. A person actively supports or opposes a particular decision in a proceeding if that person lobbies in person the officers or employees of the agency, testifies in person before the agency, or otherwise acts to influence officers of the agency.	Gov. Code 84308(a)(2) FPPC Reg 18438.4
Agent	A person who represents a party or participant for compensation and appears before or otherwise communicates with the governmental agency for the purpose of influencing the pending proceeding. See FPPC Reg 18438.3 for exceptions for certain consultants.	FPPC Reg 18438.3
Competitively Bid	A contract required by law to be awarded to the lowest or highest responsible bidder with a responsive bid, or, if the successful bidder refuses or fails to execute the contract, to the next lowest bidder with a responsive bid.	SB 1243
Labor Contract	A contract or agreement reached through collective bargaining or with a representative group regarding the salary, benefits, or terms and conditions under an employment or retirement policy for employees or retirees, including a project labor agreement entered under Public Contract Code Section 2500.	FPPC Reg 18438.2(a)(3)(B)
Personal Employment Contract	A contract for employment, including the terms and conditions of employment, between the agency and an agency employee. A contract with an independent contractor is NOT a personal employment contract.	FPPC Reg 18438.2(a)(3)(C)-(D)

RESOLUTION NO. RES-25-0006

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CITY OF LONG BEACH AUTHORIZING THE CITY
MANAGER TO EXECUTE A CONTRACT AND ANY
AMENDMENTS THERETO WITH ASSETWORKS, INC.,
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I hereby certify that the foregoing resolution was adopted by the City Council of the City of Long Beach at its meeting of January 7, 2025 by the following vote:

Ayes: Councilmembers: Zendejas, Kerr, Saro, Uranga, Thrash-Ntuk,
Ricks-Oddie.

Noes: Councilmembers: None.

Absent: Councilmembers: Allen, Duggan, Supernaw.

Recusal(s): Councilmembers: None.


City Clerk