

CITY OF CARLSBAD

**AGENDA BRIEFING MEMORANDUM  
PURCHASING RECOMMENDATION**

Council Meeting Date: 4/12/16

<b>Department:</b> Public Works Garage	<b>BY:</b> Matt Fletcher, Purchasing Mgr.	<b>Date:</b> 3/30/16
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**SUBJECT:** Equipment and Services  
**Description:**  
Fleet Maintenance Software for Public Works and PFA Garage

<b>SYNOPSIS:</b> Qty <u>1</u>	Total Est. Cost <u>\$ 50,000.00</u>	Total Actual Cost <u>\$ 47,396.00</u>
Budgeted Yes	Est. City Share <u>\$ 50,000.00</u>	Actual City Share <u>\$ 47,396.00</u>
Account # _____	<u>\$ 50,000.00</u>	
Account # _____		
Account # _____		
Account # _____		
TOTAL		<u>\$ 50,000.00</u>

**BACKGROUND, JUSTIFICATION AND IMPACT:** (Safety and Welfare/Financial/Personnel/Infrastructure/etc.)

The City solicited formal sealed proposals for the provision of a fleet maintenance software program to replace the current software that has become obsolete and non-functional.

A total of 6 firms submitted proposals. The proposals were evaluated by an evaluation committee and Dossier Systems Inc. was selected as the awardee. The cost of the software including implementation will be \$47,396. The purchase is within the budgeted amount.

<b>Requested action to be taken by Council:</b> Select one	<b>Council Action Taken:</b> Select one	<b>Date:</b>
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**Reviewed by City Administrator:**

<b>POST BID/RFP RECOMMENDATION</b>	<b>Council Meeting Date:</b>
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<b>Requested action to be taken by Council:</b> Award RFP Number 2016-07	<b>Council Action Taken:</b> Select one	<b>Date:</b>
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**ADDITIONAL INFORMATION:**  
The City recommends awarding RFP 2016-07 to Dossier Systems Inc., in the amount of \$47,396.

**Reviewed by City Administrator:**

ATTACHMENT(S):  Specifications  Bid/RFP Summary  Other: \_\_\_\_\_

RFP # 2016-07

**Evaluation Criteria**  
**Fleet Maintenance Software**

Scoring Criteria	1	2	3	4	5	6	
	Organization and Staff Experience	Organization Capabilities	History, Longevity Financial Stability	Quality of Support and Demo Version	Start to Completion Date	Total Cost of Software Solution	Total Score
FIRM NAME	20 Points	25 Points	15 Points	10 Points	20 Points	10 Points	100 points
TEAMGlobal Inc.	8	9.8	11.4	4.8	10.4	\$ 49,000.00 6.44	51.04
Dossier Systems Inc.	19.60	22.60	14.60	8.60	16.40	\$ 47,396.00 6.66	88.46
AssetWorks LLC	16.40	15.60	12.40	5.20	10.60	\$ 77,388.00 4.08	64.28
Ron Turley Associates	17.00	14.00	13.00	6.00	6.60	\$ 31,575.00 10.00	66.60
Chevin Fleet Solutions LLC	10.80	13.60	10.40	6.60	6.20	\$ 162,700.00 1.94	49.54
FASTER Asset Solutions	18.60	21.60	13.60	7.20	12.20	\$ 136,075.00 2.32	75.52

\*\* Any applicable Resident Business or Resident Veterans Preferences will be applied to the total score. The value will be worth 5% of the total score (5 points)