

City of Sacramento

Legislation Text

File #: 2019-00055, **Version:** 1

Title:

Cooperative Purchase Agreement: Fleet GPS Monitoring and Reporting Services

File ID: 2019-00055

Location: Citywide

Recommendation:

Pass a Motion: 1) approving the use of the Pennsylvania Education Purchasing Program for Microcomputers (PEPPM) cooperative purchase agreement with Zonar Systems, Inc. (Contract No. 528899-192) for the purchase of fleet global positioning system (GPS) monitoring and reporting services in an amount not to exceed \$140,000 through December 31, 2021; and 2) authorizing the City Manager or the City Manager's designee to execute purchases according to the agreement specified above provided that sufficient funds are available in the adopted budget for the applicable fiscal year.

Contact: Alison Crandall, Program Specialist, (916) 808-1163; Mark Stevens, Fleet Manager, (916) 808-5869, Department of Public Works

Presenter: None

Attachments:

- 1-Description/Analysis
- 2-Agreement

Description/Analysis

Issue Detail: The Department of Public Works, Fleet Management Division has an ongoing requirement to provide GPS monitoring and reporting services to a diverse City fleet.

Policy Considerations: The recommendations in this report are in accordance with City Code Chapter 3.56.

Economic Impacts: None

Environmental Considerations: No environmental review is necessary because the recommendations in this report involve the purchase of maintenance and subscription services for software and are not considered to be a project in accordance with Section 15378(b)(2) of the California Environmental Quality Act guidelines.

Sustainability: Not applicable

Commission/Committee Action: None

Rationale for Recommendation: The Department of Public Works, Fleet Management Division, currently has Zonar GPS devices installed on approximately 620 City vehicles. The GPS systems are used on fleet vehicles to provide efficient driving routes, track idle time, speeding violations, engine problems, and trip distances. The GPS product also has an integrated, electronic verified pre-trip and post-trip vehicle inspection feature which provides Electronic Vehicle Inspection Reports (EVIR) to aid City staff in maintaining compliance with State mandated daily vehicle inspections. Any mechanical concerns found during daily inspections will generate a work request in the M5 work order system and informs the appropriate fleet shop for immediate attention or scheduled workload based on the severity of the concern. Furthermore, the Zonar Systems product provides an automated, paperless vehicle inspection process and record retention system that meets California Highway Patrol requirements for commercial vehicle safety. Since implementation, the equipment has performed as expected and has helped departments achieve operational efficiencies, fuel savings, decreased maintenance costs and vehicle downtime.

After reviewing the available purchase options, the Fleet Management Division has determined that using the cooperative purchase agreement between the Pennsylvania Education Purchasing Program for Microcomputers (PEPPM) and Zonar Systems, Inc. represents the most advantageous purchasing strategy. The contract was competitively bid, and the cooperative purchasing agency receives greater discounts from the manufacturer due to a higher purchase volume than the City would receive if issuing its own bid.

In an ongoing effort to maximize cost savings and staff resources, many government agencies share contracting efforts through cooperative purchasing. This procurement method increases pricing competitiveness and lowers capital costs through volume buying. When comparing the administrative costs of procurement, staff considers product research, source selection, specifications, advertising, staff reports, awarding, protest, and administration of the contract.

The City has used both regional and national cooperative purchase agreements to complement its own contracting initiatives. Cooperative purchasing enables City departments to evaluate a broader range of contracting opportunities and to share resources with other jurisdictions. Cooperative purchasing also leverages internal and external resources to maximize cost savings opportunities for

the City.

Financial Considerations: Purchases under the recommended cooperative purchase agreement will be made from the Department of Public Works Fiscal Year (FY) 2018/19 operating budget (Fleet Fund, Fund 6501) and charged to the operating budget of the customer. Sufficient funding is available in the Department's FY2018/19 operating budget for purchases made through June 30, 2019. Purchases made after June 30, 2019, are subject to funding availability in the adopted budget of the applicable fiscal year.

Local Business Enterprise (LBE): Zonar Systems, Inc. is not an LBE vendor. The minimum LBE participation requirement is waived for the City's use of cooperative purchase agreements that have been competitively bid, evaluated, and awarded by other governmental agencies that may or may not have similar LBE programs.