

A RESOLUTION BY FINANCE/EXECUTIVE COMMITTEE AUTHORIZING THE MAYOR, OR HIS DESIGNEE, TO EXECUTE AN APPROPRIATE SPECIAL PROCUREMENT TO BE DESIGNATED AS FC-6917 WITH SAWATECH SERVICES, INC. FOR THE CONTINUED SUPPORT OF FLEET FOCUS® AND FUEL FOCUS® TO MANAGE THE MAINTENANCE AND INVENTORY OF THE CITY OF ATLANTA’S EQUIPMENT AND FUEL FOR A PERIOD OF THREE (3) YEARS, ON BEHALF OF THE DEPARTMENT OF PUBLIC WORKS IN AN AMOUNT NOT TO EXCEED TWO HUNDRED ONE THOUSAND DOLLARS AND NO CENTS (\$201,000.00) PER YEAR; TO BE CHARGED TO AND PAID FROM FDOA: 6001 (INTERNAL SERVICE FUND) 130401 (DPW-FLEET SERVICES OPERATION) 5213001 (CONSULTING/PROFESSIONAL SERV) 1590000 (CUSTOMER SERVICE); AND FOR OTHER PURPOSES.

Review List:

Santana Wright	Completed	08/16/2013 4:57 PM
Rita Braswell	Completed	08/19/2013 9:39 AM
Richard Mendoza	Completed	08/19/2013 12:13 PM
Saul Schultz	Completed	08/19/2013 2:47 PM
Procurement	Completed	08/19/2013 3:09 PM
Adam Smith	Completed	08/19/2013 3:18 PM
Mayor's Office	Completed	08/19/2013 5:33 PM
Office of Research and Policy Analysis	Completed	08/20/2013 11:40 AM
Finance/Executive Committee	Pending	
Atlanta City Council	Pending	
Mayor's Office	Pending	

Certified by Presiding Officer	Certified by Clerk
Mayor's Action	
<i>See Authentication Page Attachment</i>	

LEGISLATION HISTORY – BLUE BACK

**A RESOLUTION
BY FINANCE/EXECUTIVE COMMITTEE**

A RESOLUTION BY FINANCE/EXECUTIVE COMMITTEE AUTHORIZING THE MAYOR, OR HIS DESIGNEE, TO EXECUTE AN APPROPRIATE SPECIAL PROCUREMENT TO BE DESIGNATED AS FC-6917 WITH SAWATECH SERVICES, INC. FOR THE CONTINUED SUPPORT OF FLEET FOCUS® AND FUEL FOCUS® TO MANAGE THE MAINTENANCE AND INVENTORY OF THE CITY OF ATLANTA’S EQUIPMENT AND FUEL FOR A PERIOD OF THREE (3) YEARS, ON BEHALF OF THE DEPARTMENT OF PUBLIC WORKS IN AN AMOUNT NOT TO EXCEED TWO HUNDRED ONE THOUSAND DOLLARS AND NO CENTS (\$201,000.00) PER YEAR; TO BE CHARGED TO AND PAID FROM FDOA: 6001 (INTERNAL SERVICE FUND) 130401 (DPW-FLEET SERVICES OPERATION) 5213001 (CONSULTING/PROFESSIONAL SERV) 1590000 (CUSTOMER SERVICE); AND FOR OTHER PURPOSES.

WHEREAS, the Department of Public Works Office of Fleet Services (“Department”) uses Fleet Focus® and Fuel Focus® (“Systems”) to manage the maintenance and inventory of the City of Atlanta’s 6000+ pieces of equipment and the distribution of over 3 million gallons of fuel annually; and

WHEREAS, these Systems are critical to the daily operation of the Department and the City of Atlanta; and

WHEREAS, the Atlanta City Council adopted Resolution 12-R-1099 on September 4, 2012, and the same was approved as per City Charter Section 2-403 on September 13, 2012 which authorized the City to enter into a Special Procurement Agreement with Sawatech Services, Inc. for the continued maintenance and inventory of equipment and fuel; and

WHEREAS, the Chief Procurement Officer has determined that the continued support of Fleet Focus® and Fuel Focus® for the Department of Public Works Office of Fleet Services is a Special Procurement as defined in Atlanta City Code Section 2-1191 and under these circumstances an appropriate special procurement for these services; and

WHEREAS, the Chief Procurement Officer and the Commissioner of the Department of Public Works recommend the execution of Special Procurement SP-5818-PL with Sawatech Services, Inc. for the continued support of Fleet Focus® and Fuel Focus® for a period of three (3) years, on behalf of the Department of Public Works Office of Fleet Services, in an amount not to exceed One Hundred Seventy Five Thousand Eight Hundred Ninety Dollars and No Cents (\$201,000.00) per year.

THE CITY COUNCIL OF THE CITY OF ATLANTA, GEORGIA HEREBY RESOLVES, that the Mayor, or his designee, is authorized to execute a Special Procurement FC-6917 with Sawatech Services, Inc. for a period of three (3) years, for the continued support of Fleet Focus® and Fuel Focus® in an amount not to exceed Two Hundred and One Thousand Dollars and No Cents (\$201,000.00) per year.

BE IT FURTHER RESOLVED, that all contracted work shall be paid to and from FDOA: 6001 (Internal Service Fund) 130401 (DPW-Fleet Services Operation) 5213001 (Consulting/Professional Serv) 1590000 (Customer Service).

BE IT FURTHER RESOLVED, that the Chief Procurement Officer is directed to assist the City Attorney in the preparation of an appropriate agreement for execution by the Mayor.

BE IT FINALLY RESOLVED, that the agreement will not become binding on the City and the City will incur no obligation or liability under it until it has been executed by the Mayor, attested to by the Municipal Clerk, approved as to form by the City attorney, and delivered to Sawatech Services, Inc.

TRANSMITTAL FORM FOR LEGISLATION

TO: MAYOR'S OFFICE

ATTN: CANDACE L. BYRD

Dept.'s Legislative Liaison: Santana Kempson Wright

Contact Number: 404-330-6579

Originating Department: Department of Public Works

Committee(s) of Purview: Finance / Executive Committee

Chief of Staff Deadline: August 9, 2013

Anticipated Committee Meeting Date(s): August 28, 2013

Anticipated Full Council Date: September 3, 2013

Legislative Counsel's Signature: Saul Schultz

Commissioner's Signature: Richard Moritz

Chief Financial Officer: _____

Chief Information Officer Signature (for IT Procurements) _____

Chief Procurement Officer Signature: Adam Ghosh

CAPTION

A RESOLUTION AUTHORIZING THE MAYOR, OR HIS DESIGNEE, TO EXECUTE AN APPROPRIATE SPECIAL PROCUREMENT TO BE DESIGNATED AS FC-6917 WITH SAWATECH SERVICES, INC. FOR THE CONTINUED SUPPORT OF FLEET FOCUS® AND FUEL FOCUS® TO MANAGE THE MAINTENANCE AND INVENTORY OF THE CITY OF ATLANTA'S EQUIPMENT AND FUEL FOR A PERIOD OF THREE (3) YEARS, ON BEHALF OF THE DEPARTMENT OF PUBLIC WORKS IN AN AMOUNT NOT TO EXCEED TWO HUNDRED ONE THOUSAND DOLLARS AND NO CENTS (\$201,000.00) PER YEAR; TO BE CHARGED TO AND PAID FROM FDOA: 6001 (INTERNAL SERVICE FUND) 130401 (DPW-FLEET SERVICES OPERATION) 5213001 (CONSULTING/PROFESSIONAL SERV) 1590000 (CUSTOMER-SERVICE); AND FOR OTHER PURPOSES.

FINANCIAL IMPACT: \$201,000.00

Mayor's Staff Only

Received by CPO: _____ (date)

Received by LC from CPO: _____ (date)

Received by Mayor's Office: DD 8/9/13 (date)

Reviewed by: _____ (date)

Submitted to Council: _____ (date)

Attachment: Sawatech Special Procurement (13-R-3421 : Special Procurement with Sawatech Services for Fuel Focus and Fleet Focus)

Part II: Legislative White Paper: (This portion of the Legislative Request Form will be shared with City Council members and staff)

A. To be completed by Legislative Counsel:

Caption:

A RESOLUTION AUTHORIZING THE MAYOR, OR HIS DESIGNEE, TO EXECUTE AN APPROPRIATE SPECIAL PROCUREMENT TO BE DESIGNATED AS FC-6917 WITH SAWATECH SERVICES, INC. FOR THE CONTINUED SUPPORT OF FLEET FOCUS® AND FUEL FOCUS® TO MANAGE THE MAINTENANCE AND INVENTORY OF THE CITY OF ATLANTA'S EQUIPMENT AND FUEL FOR A PERIOD OF THREE (3) YEARS, ON BEHALF OF THE DEPARTMENT OF PUBLIC WORKS IN AN AMOUNT NOT TO EXCEED TWO HUNDRED ONE THOUSAND DOLLARS AND NO CENTS (\$201,000.00) PER YEAR; TO BE CHARGED TO AND PAID FROM FDOA: 6001 (INTERNAL SERVICE FUND) 130401 (DPW-FLEET SERVICES OPERATION) 5213001 (CONSULTING/PROFESSIONAL SERV) 1590000 (CUSTOMER SERVICE); AND FOR OTHER PURPOSES.

Committee of Purview: Finance / Executive Committee

Committee Meeting Date: August 28, 2013

Council Meeting Date: September 3, 2013

Requesting Dept.: Department of Public Works

B. To be completed by the department:

1. Please provide a summary of the purpose of this legislation (Justification Statement).

The purpose of this legislation is to enter into a Special Procurement for a period of three (3) years with Sawatech Services, Inc. for the continued support of Fleet Focus and Fuel Focus to manage the maintenance and inventory of the City of Atlanta's equipment and fuel.

2. Please provide background information regarding this legislation.

The Office of Fleet Services uses the Fleet Focus and Fuel Focus programs to monitor and manage the maintenance and inventory of over 6,000+ pieces of equipment, manage and monitor the parts inventory, and the distribution of over 3 million gallons of fuel annually. These systems are critical to the daily operation of the department. The systems reside on ten (10) servers that are fully housed at the Fleet Services headquarters building located at 23 Claire Drive.

3. If Applicable/Known:

(a) **Contract Type:** Special Procurement

(b) **Source Selection:**

(c) **Bids/Proposals Due:**

(d) **Invitations Issued:**

- (e) **Number of Bids:**
- (f) **Proposals Received:**

- (g) **Bidders/Proponents:**
- (h) **Term of Contract:**

4. Fund Department Account Center: 6001 (General Fund) 130401 (DPW Office of Fleet Services) 5213001 (Consulting/Professional Services) 1590000 (Fleet Services)

5. Source of Funds:

6. Fiscal Impact: \$201,000.00

7. Method of Cost Recovery:

This Legislative Request Form Was Prepared By: Tracey Woods

DPW – OFFICE OF FLEET SERVICES

IT – HARWARE INFRASTRUCTURE DIAGRAM



FLEET/FUEL MANAGEMENT SYSTEMS

PRODUCTION	
	
WEB (OFS-WEB-?)	APPLICATION/WEB (MTS-APP-04)
DATABASE (MTS-DB-02)	DATABASE (MTS-DB-02)
CLAIRE DRIVE	DATABASE STANDBY (MTS-DB-03)
	BACKUP ADMIN/CONTROL (MTS-APP-01)

TEST

APPLICATION/WEB (MTS-APP-03)
DATABASE (MTS-DB-01)
WEB (MTS-WEB-02)

COMPUTING

LAPTOP	PC
	
10	74



FUEL SITES

FUEL SITE	ICU FUEL PUMP	VEEDER ROOT FUEL TANK
		

SECURITY

SECURITY CAMERA	1 HD STORAGE	1 DVR RECORDER
		
12x (INSIDE)	2 TB	CLAIRE DRIVE
12x (OUTSIDE)	2 TB	CLAIRE DRIVE
12x	500 GB	TECH. SERVICES
5x	500 GB	HILL STREET
5x	500 GB	LAKWOOD
5x	500 GB	MADDOX PARK
16x	500 GB	NORTHSIDE DR.
13x	500 GB	HOWELL MILL
4x	500 GB	CORRECTIONS

CLAIRE DRIVE	8 Pumps	G:20,000 – D:20,000
CORRECTIONS	4 Pumps	P:10,000
AIRPORT 3	4 Pumps	G:6,000 – D:6,000
HILL STREET	4 Pumps	G:12,000 – D:20,000
NORTHSIDE	8 Pumps	G:24,000 – D:12,000
MADDOX PARK	8 Pumps	G:8,000 – D:20,000
STONEWALL	2 Pumps	G:12,000 – D:4,000
CHESTER AVE.	4 Pumps	G:12,000 – D:12,000
HOWELL MILL	4 Pumps	G:20,000 – D:20,000
AIRPORT 1	4 Pumps	G:14,000 – D:12,000
AIRPORT 2	4 Pumps	
AIRPORT CNG	4 Pumps	0
CLAIRE DRIVE TRUCK WASH	4Dispensers	FLUID:1,000

Attachment: Binder1 (13-R-3421 : Special Procurement with Sawatech Services for Fuel Focus and Fleet Focus)

DPW – OFFICE OF FLEET SERVICES

FASuite Architecture Diagram



H.12.b

SERVERS



FASuite Database Server

- Database: Oracle 10g (11i)
- Operating System: Windows Server 2003 (2008)
- Stores all FASuite data



FASuite Application Server

- Operating System: Windows Server 2003 (2008)
- Connects to the Database Server
- Handles Logic of Processing All Transactions Into Database



FASuite Web Modules Server

- Operating System: Windows Server 2003 (2008)
- Requires Internet Information Server (IIS) 5.0/6.0
- Executes Commands and Presents results to End Users Using IIS

USERS



FASuite Web Modules and FASuite GUI Workstation

- Operating System: Windows XP/2000/2003/2008
- Requires HTTP Connectivity to Web Modules Server
- Requires Internet Explorer 5.5+
- Requires TCP/IP Connectivity to Application Server
- Requires FASuite GUI Client



Report Content Editor Workstation

- Requires Network File Connectivity to Web Modules Server for Report Content
- Requires HTTP Connectivity to Web Modules Server for Web Report Viewing
- Requires ODBC connection to Database Server
- Requires Crystal Reports Advanced v



FASuite Web Modules Workstation

- Operating System: Windows XP/2000/2003/2008
- Requires HTTP Connectivity to Web Modules Server
- Requires Internet Explorer 5.5+
- Zero-client

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