



City of Denton

City Hall
215 E. McKinney Street
Denton, Texas
www.cityofdenton.com

AGENDA INFORMATION SHEET

DEPARTMENT: Procurement

ACM: Christine Taylor

DATE: June 3, 2025

SUBJECT

Consider adoption of an ordinance of the City of Denton, a Texas home-rule municipal corporation, authorizing the City Manager to execute a contract with AssetWorks Inc., for asset management software for the Fleet Services Department; providing for the expenditure of funds therefor; and providing an effective date (RFP 8660 – awarded to AssetWorks Inc., for three (3) years, with the option for two (2) additional one (1) year extensions, in the total five (5) year not-to-exceed amount of \$757,144.00).

STRATEGIC ALIGNMENT

This action supports Key Focus Area: Enhance Infrastructure and Mobility.

INFORMATION/BACKGROUND

The City of Denton Fleet Services Department is establishing a contract for a new asset management software system to enhance tracking and oversight of the fleet's life cycle costs and maintenance needs. This software will maintain detailed records for vehicles, trailers, and equipment, including acquisition method, utilizing department, initial cost, fuel consumption, mileage, and maintenance history for both preventive and unexpected repairs.

The existing asset management software lacks the necessary functionality to efficiently capture and analyze critical fleet data. Its limitations hinder Fleet Services' ability to track asset performance, schedule maintenance effectively, and generate accurate reports for budgeting and planning. The current system does not fully integrate key data points, making it difficult to assess vehicle replacement needs, monitor repair trends, and optimize resource allocation. These inefficiencies result in increased operational costs, reduced service reliability, and challenges in making data-driven decisions.

By leveraging data-driven insights, the new software will evaluate asset conditions and recommend replacement schedules based on predetermined criteria. This aligns with the department's strategic plan, improving budgeting accuracy and optimizing fleet sustainability. Implementing this system will enhance operational efficiency, streamline asset tracking, and support data-informed decision-making for fleet acquisitions and replacements.

The primary asset management software system selected carries a higher subscription and support cost compared to other bidding vendors. This reflects its robust capacity to efficiently manage our complex asset lifecycle with the necessary features and expertise. Due to the scale and critical nature of our operations, this system is best positioned to minimize downtime and ensure effective asset maintenance. Its

comprehensive feature set and specialized capabilities help ensure timely project completion and accurate asset tracking. Lower-cost systems may have limitations that lead to data inconsistencies or potential operational disruptions. The investment in this system supports reliable performance, operational efficiency, and long-term cost management through optimized asset utilization and reduced risk of costly errors.

The contract for this software was solicited through a competitive bid process, ensuring the City secured the best value while meeting operational needs. This approach reinforces the City's commitment to fiscal responsibility, transparency, and the strategic allocation of resources to maintain a reliable and cost-effective fleet.

Estimated Contract Expenses

Category	FY 24/25	FY 25/26	FY 26/27	FY 27/28	FY 28/29	Total
One-Time Costs	\$147,561	\$ -	\$ -	\$ -	\$ -	\$147,561
Travel Cost	5,000	-	-	-	-	5,000
Recurring Subscription	95,040	100,744	106,787	113,195	119,985	535,751
Sub Total	\$247,601	\$100,744	\$106,787	\$113,195	\$119,985	\$688,312
Contingency 10%	24,760	10,074	10,679	11,320	11,999	68,832
Total	\$272,361	\$110,818	\$117,466	\$124,515	\$131,984	\$757,144

Request for Proposals was sent to 649 prospective suppliers, including 19 Denton firms. In addition, specifications were placed on the Procurement website for prospective suppliers to download and advertised in the local newspaper. Seven (7) proposals were received, references were checked, and proposals were evaluated based upon published criteria, functionality, implementation approach, experience and qualifications, cost proposal, and support and maintenance agreements. Best and Final Offers (BAFO) were requested from the top four (4) firms. Based upon this evaluation, AssetWorks Inc. was ranked the highest and determined to be the best value for the City.

NIGP Code Used for Solicitation:	204, 206, 958
Notifications sent for Solicitation sent in IonWave:	649
Number of Suppliers that viewed Solicitation in IonWave:	52
HUB-Historically Underutilized Business Invitations sent out:	94
SBE-Small Business Enterprise Invitations sent out:	278
Responses from Solicitation:	7

RECOMMENDATION

Award a contract with AssetWorks Inc., for asset management software for the Fleet Services Department, in a three (3) year, with the option for two (2) additional one (1) year extensions, in the total five (5) year not-to-exceed amount of \$757,144.

PRINCIPAL PLACE OF BUSINESS

AssetWorks Inc.
Wayne, PA

ESTIMATED SCHEDULE OF PROJECT

This is an initial three (3) year contract with options to extend the contract for two (2) additional one (1) year periods, with all terms and conditions remaining the same.

FISCAL INFORMATION

These products and services will be funded through the Capital Improvement Program account 820100.7879. Requisition #169783 has been entered into the Purchasing software system in the amount of \$247,600.13. The budgeted amount for this item is \$757,144. The City will only pay for services rendered and is not obligated to pay the full contract amount unless needed.

EXHIBITS

Exhibit 1: Agenda Information Sheet

Exhibit 2: Pricing Evaluation

Exhibit 3: Ordinance and Contract

Respectfully submitted:
Lori Hewell, 940-349-7100
Purchasing Manager

For information concerning this acquisition, contact: Tom Gramer, 940-349-7467.

Legal point of contact: Marcella Lunn at 940-349-8333.