



**Request for City Council Committee Action
From the Department of Public Works – Equipment Services**

Date: August 1, 2002
To: Transportation & Public Works Committee
Referral to: No Committee Referrals

Subject: Equipment Information System – Change Order No. 5

Recommendation: That proper City officials are authorized to execute Change Order No. 5 to Contract #11070 with Control Software Inc., Ltd. The total amount of Change Order #5 is \$28,240.00, for a new contract total of \$816,496.00.

Previous Directives: Council approved Change Order No. 4 to Contract #11070 with Control Software Inc., Ltd., on August 11, 2000

Prepared or Submitted by: Robert Pletan, PE, Director of Equipment Services, 612-673-5735

Approved by: David J. Sonnenberg, PE, City Engineer, Director of Public Works

By: Robert Pletan_____

Presenters in Committee: Steve Kotke, Director of Property Services; Robert Pletan, Director of Equipment Services

Financial Impact (Check those that apply)

- Action is within current department budget.
(If checked, go directly to Background/Supporting Information)
- Action requires an appropriation increase to the Capital Budget
- Action requires an appropriation increase to the Operating Budget
- Action provides increased revenue for appropriation increase
- Action requires use of contingency or reserves
- Other financial impact (Explain):
- Request provided to the Budget Office when provided to the Committee Coordinator

Background/Supporting Information: The 1996 Comprehensive Fleet Management Study completed for the Equipment Services Division included numerous recommendations including implementation of an Equipment Information System to improve the management of the City's fleet operation. With Council direction Equipment Services purchased the M4 Equipment Information System from Control Software Inc., Ltd. M4 is used to manage all aspects of the City's fleet operation including the collection of labor information, vehicle rental, maintenance history and fueling.

This change order pertains to the implementation of the Inventory Module of the M4 Equipment Information System. This modification will add functionality to FleetFocus M4 to conform M4 documents to FISCOL purchasing (LGFS Modules)."

Funds for Change Order #5 are within the Equipment Services current budget and no appropriation increase is needed.