

RESOLUTION No. 18-164

A RESOLUTION OF THE MAYOR AND THE CITY COUNCIL OF THE CITY OF DORAL, FLORIDA, PURSUANT TO SECTION 2-322 OF THE CITY CODE OF ORDINANCES, APPROVING THE PURCHASE OF THE SUBSCRIPTION AND IMPLEMENTATION OF THE CHEVIN FLEETWAVE FROM CHEVIN FLEET SOLUTIONS, IN ORDER TO EQUIP THE PUBLIC WORKS FLEET MAINTENANCE FACILITY, IN AN AMOUNT NOT TO EXCEED \$37,805.00; APPROVING THE TRANSFER OF FUNDS FROM PUBLIC WORKS DEPARTMENT “CONTRACTUAL SERVICES – OTHER” FUND ACCOUNT No. 001.80005.500340 TO THE INFORMATION TECHNOLOGY “REPAIRS AND MAINTENANCE – OTHER” FUND ACCOUNT No. 001.22005.500464; AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT AND TO EXPEND BUDGETED FUNDS IN FURTHERANCE HEREOF; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Public Works Department (PWD) seeks to procure an essential tool of a properly established and efficient fleet maintenance operation in the form of a capable fleet maintenance software; and

WHEREAS, the PWD has chosen Chevin FleetWave because it is one of the most functional and technologically advanced softwares for maintenance management software available today. The Software will allow for less time to be spent managing data and will provide a complete visibility of fleet related assets and equipment to help improve efficiency, reduce costs, and measure performance.

WHEREAS, Chevin Fleet Solutions presented the City with a quote based on the discounted price provided as part of the National Joint Powers Alliance (NJPA); and

WHEREAS, the National Joint Powers Alliance (NJPA), Contract Number 022217-CVS; and

WHEREAS, Section 2-322 permits the purchase of good and services via the contracts of other governmental entities provides that same have been obtained in a

manner that is the same or substantially similar to procurement requirements of the City Code; and

WHEREAS, PWD respectfully request that the City Council authorize the City Manager to proceed with the implementation of the Chevin FleetWave Core fleet maintenance software, in an amount of \$37,805.00, for the period of October 2018 – September 2019, and to renew the annual license, maintenance, and technical support for the licensed modules from Chevin Fleet Solutions, in an amount not to exceed annual budgeted funds for as long as the system is utilized by the Fleet Maintenance Division and for the duration of the NJPA Contract (June 1, 2017 – June 1, 2021), with an option to renew for a 5th year.

WHEREAS, The PWD respectfully requests that the City Council approve the budget transfer of \$37,805.00 from Public Works Account No. 001.80005.500340 to Information Technology Account No. 001.22005.500464 for proper allocation of funds.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF DORAL, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The foregoing recitals are confirmed, adopted, and incorporated herein and made a part hereof by this reference.

Section 2. Approval. The purchase of the Fleet Maintenance Software for the Public Works Fleet Maintenance Facility from Chevin Fleet Solutions, pursuant to the quote attached hereto as Exhibit “A”, which is incorporated herein and made a part hereof by this reference, in an amount not to exceed \$37,805.00, is hereby approved. The budget transfer of \$37,805.00 from Public Works Account No. 001.80005.500340 to Information Technology Account No. 001.22005.500464 is hereby approved.

Section 3. Authorization. The City Manager is hereby authorized to enter into an agreement and other contractual documents, subject to approval as to form and legal sufficiency by the City Attorney, as may be necessary to procure the Fleet Software under the NJPA Awarded contracts with Chevin Fleet Solution; and to expend funds in furtherance thereof in amounts not to exceed \$37,805.00. The City Manager is authorized to transfer the funds from Public Works Account No. 001.80005.500340 to Information Technology Account No. 001.22005.500464.

Section 4. Implementation. The City Manager and the City Attorney are hereby authorized to take such further action as may be necessary to implement the purpose and provisions of this Resolution.

Section 5. Effective Date. This Resolution shall become effective immediately upon its adoption.

The foregoing Resolution was offered by Vice Mayor Rodriguez who moved its adoption. The motion was seconded by Councilmember Mariaca and upon being put to a vote, the vote was as follows:

Mayor Juan Carlos Bermudez	Yes
Vice Mayor Ana Maria Rodriguez	Yes
Councilman Pete Cabrera	Absent/Excused
Councilwoman Christi Fraga	Yes
Councilwoman Claudia Mariaca	Yes

PASSED AND ADOPTED this 12 day of September, 2018.



JUAN CARLOS BERMUDEZ, MAYOR

ATTEST:



CONNIE DIAZ, CMC
CITY CLERK

APPROVED AS TO FORM AND LEGAL SUFFIENCY
FOR THE USE AND RELIANCE OF THE CITY OF DORAL ONLY:



WEISS, SEROTA, HELFMAN, COLE & BIERMAN, P.L.
CITY ATTORNEY

EXHIBIT “A”

Created for: Martin Cevallos
City of Doral, Florida
NJPA Contract #022217-CVS

chevin

FLEETWAVE CORE

Date: August 15, 2018
From: Aaron Denton



Chevin Fleet Solutions

Chevin Fleet Solutions is the leading global provider of dedicated fleet management software, offering solutions to the public, utility and commercial sector as well as government and NGO operations, for every size fleet.



Market Leader

The leading provider of enterprise fleet software globally



350+ Customers

Over 350 enterprise-level private and public-sector customers



1 Million Assets

Managing over 1,000,000 vehicles and assets worldwide



28 Years' Experience

Over 28 years' worth of fleet management software expertise



180 Countries

Our software is multi-regional, multi-lingual and multi-currency



Multi-Award Winning

Over 16 industry awards in the past 24 months and ISO recognized



Renowned Configurability

World renowned for our code-free customisable systems



Web-Based Pioneers

Market innovators who produced the first web-based fleet system



Secure and Quality focused

We hold the very latest ISO 9001 & 27001 accreditations

Multi award winning business

With more than 20 accolades to its name, Chevin is respected in the industry for producing the very best fleet management software available and for its commitment to constantly strive to improve and innovate its products.

Awards include the current "Best Fleet Management System" at the BusinessCar Technology awards, FleetWorld Magazine 2018 "Innovation in Mobile Comms" award for our new mobile app and "Best Global Fleet Management Software Provider" in the Corporate America Software Technology Awards.

In addition, Chevin has been accredited with the latest ISO 9001: 2008 (Quality Management System) and ISO 27001: 2005 (Information Security Management System).





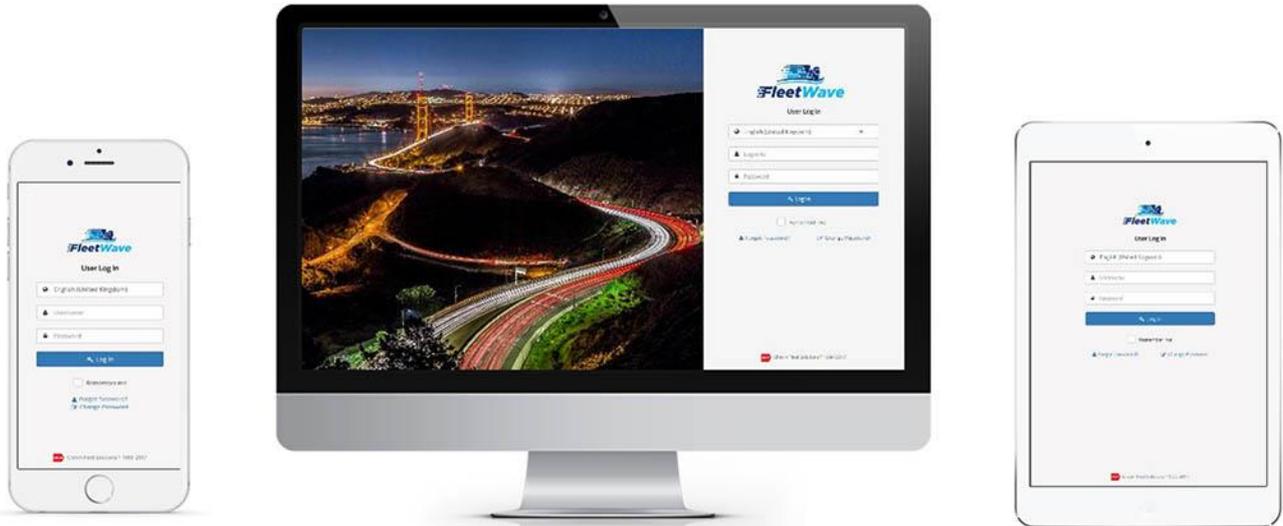
Trusted by clients across the globe

Below are some recognisable brands and organisations that use Chevin's fleet management solutions:

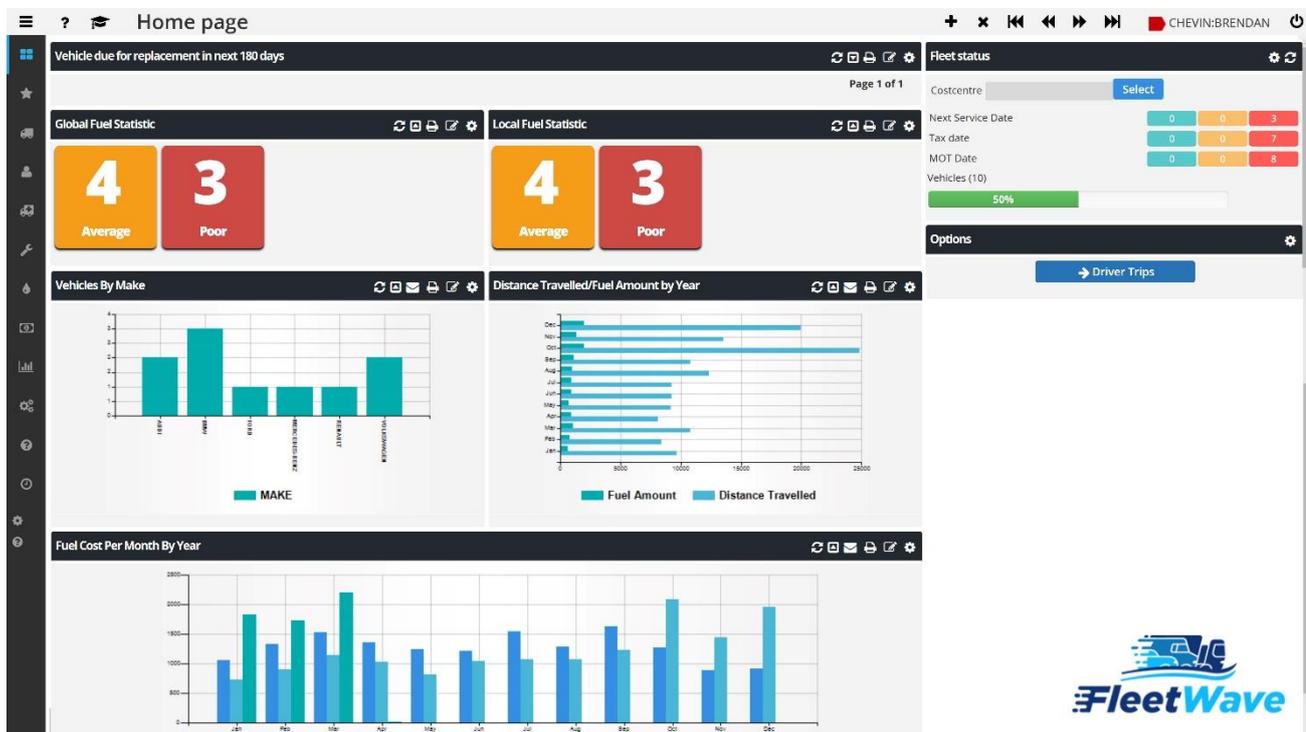


Off the shelf fleet management software

With a great entry-level price point, FleetWave Core is an out-of-the-box fleet management software package containing the key tools your organisation needs to be run an effective fleet operation.



With 28 years of fleet management best practice pre-configured, FleetWave Core gives you the essential tools, reports and automation set-up and ready to go.



Faster deployment times

Get up and running with the world's leading fleet management software as quickly as possible, with none of the additional expense of bespoke configuration and lengthy project scoping - just import your data and go.

For any fleet type or size

Whether the fleet is owned, leased or grey, commercial vehicles or company cars, the multiple award-winning fleet software platform can be easily scaled for any size fleet, supporting any type of vehicle including:

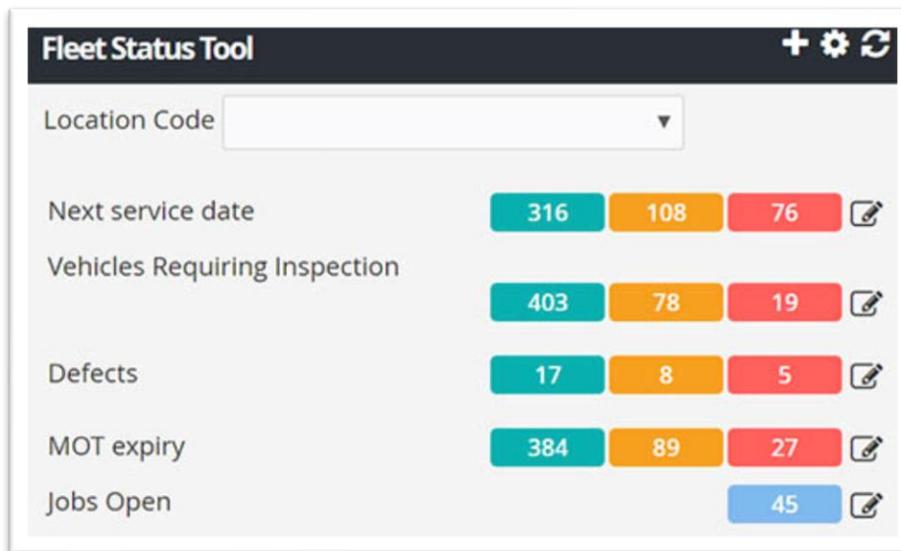
- ✓ Cars
- ✓ Vans
- ✓ HGVs
- ✓ Trailers
- ✓ and more.

*We offer specialised templates for the following industries which we would recommend instead of the FleetWave Core offering: Government & Local Authority, Charities and NGOs, Emergency Services and Fleet Management Services

Powerful Reporting

Using a simple, yet extremely powerful reporting wizard, you can build a dashboard containing all your key performance indicators, along aside some industry standard reports build-in.

Example view of the dashboard



Bolt-on extras

FleetWave Core is designed to meet most standard fleet management needs straight out-of-the-box, however you can purchase extra modules, integrations and functionality during or after the delivery stages.

*All extras are costed separately, on an additional Add-on order form and not included in this proposal unless stated.

FleetWave Core version 2.38 features:

Use Case ID	Name	Package / Module	Description
UC-1	Register a defect	Defect Management	The Defects module provides an area to store issues that have been reported against a vehicle, but which do not necessarily need resolving immediately. For

			example, these may be issues identified during a driver's daily inspection. The Defects module is closely linked to the job card functionality
UC-2	Add a defect to a job card	Defect Management	FleetWave will check if there are any outstanding defects for a vehicle - see "Register a defect (UC-1)" when a new job card is raised, as this is a good opportunity to resolve any outstanding mechanical issues the vehicle. The process of adding a defect when a job is created is described within this use case.
UC-3	Raise job for scheduled maintenance or repairs	Scheduled Maintenance & Repairs	Job cards are created to record maintenance and repairs. The information entered against jobs is written to the costing table as part of the month end processing, to build up a picture of vehicle costs. The job reason is set on the detail line, and whether the job is being done internally/externally determines which costing code the job costs get written to during period end cost reporting - "See Period end cost reporting (UC-8-1)".
UC-4	Close job card	Scheduled Maintenance & Repairs	<p>Closing the job is as simple as updating the status and setting the job end date/time. If the job has a scheduled maintenance component, the job close process will also trigger an update to the vehicle record to indicate that the event has been completed.</p> <p>Additionally, if the vehicle that the job is for is currently allocated to a driver, then the system can optionally update the driver via the contact details stored in the driver record.</p>
UC-5	Set up vehicle with service schedule	Scheduled Maintenance	<p>To set up a vehicle with a service schedule, the user needs to provide the interval information on the vehicle record. Once the information has been stored, FleetWave will be able to calculate the next events for a vehicle. FleetWave allows the management of Services, Inspections and MOT's as standard functionality - other types of events (e.g. LOLER/Tail Lift Inspections) can be managed by FleetWave but are not included as Core functionality.</p> <p>This use case assumes that the vehicle has just been added into the system and that no odometer readings have yet been entered (so the system is not able to calculate the average distance per day that the vehicle travels). If there are already odometer readings in the system, these will be considered when calculating next dates (see extension steps).</p>
UC-11	Recharge job	Unscheduled Repairs	FleetWave provides the functionality on the job card to record recharge details, for example, if the costs are to be recovered from the driver.

UC-1-1	Add vehicle to the system	Vehicle Administration	As well as being created via the vehicle orders process see "Accept vehicle on to fleet (UC-10-6)" a user can add a vehicle directly to the vehicles table. This process is described within this use case and has been designed to allow for recording of vehicle data before the vehicle is on the fleet.
UC-1-2	Set vehicle to LIVE ON FLEET	Vehicle Administration	<p>Vehicles are initially created at a status of PRE-FLEET, indicating that are not yet physically on fleet. This only applies when the vehicle has been added directly - see "Add vehicle to the system (UC-1-1) rather than via a vehicle order - see "Accept vehicle on to fleet (UC-10-6)". When created through a vehicle order the status is automatically defaulted to LIVE ON FLEET when the vehicle record is raised.</p> <p>The process within this use case describes the data capture that is required when setting the vehicle to LIVE ON FLEET.</p> <p>NOTE - a standard report will allow the users to produce a list of new vehicles added to the fleet in a given date range, to share with suppliers such as breakdown and insurance companies -see "New Vehicles on Fleet Report (REQ-1-2)".</p>
UC-1-3	Disposal/return of a vehicle	Vehicle Administration	<p>When an owned vehicle is disposed, or when a lease vehicle is returned to the lease company, this fact will need to be recorded in the system. This process is detailed within this use case.</p> <p>NOTE - a standard report will be available to send to suppliers such as breakdown and insurance companies showing which vehicles have been disposed within a given date range - see "Disposed Vehicles Report (REQ-1-1)".</p>
UC-2-1	Add new driver to the system	Drivers	<p>The organisation's drivers can be added to the system regardless of whether vehicles will be allocated to drivers or not. Having a record of drivers in the system allows driver details (such as address, contact details etc.) to be recorded and allows duty of care information (such as licence check dates) to be stored. Finally, having driver records allows the driver to be linked to other areas of the system, such as fine records and accidents.</p> <p>NOTE: Each driver must have some unique identifier stored against them (e.g. payroll number, employee number or national insurance number etc.) and the identifier will be determined during analysis. This identifier should be meaningful, so that the user can</p>

			select the correct "John Smith" when adding them to another record in the system.
UC-2-2	Record drivers contract has ended	Drivers	Recording that a driver is no longer working for the organisation is a required process so that reports etc. only include drivers which are still relevant (i.e. those which are still active). This process is described within this use case.
UC-2-4	Record driver licence endorsements	Drivers	Licence endorsements can be added manually to FleetWave to record driving offences that the driver has been convicted of. This is done directly on the drivers table and will store the number of current points that the driver has on their licence against the driver header.
UC-2-5-	Register a parking fine	Drivers	<p>The process of recording a parking fine in FleetWave is straight forward, with a simple status flow. The system allows the recording of relevant details as the fine progresses, including the ability to store details about any appeal and the fine payment, in addition to the basic fine details.</p> <p>This use case describes the process of adding the initial fine. Recording details of the appeal and payment are not described, as these simply involve recording the relevant details and updating the status of the record.</p>
-UC-3-2	Assign fuel card	Fuel	The fuel import process - see "Import fuel transactions (UC-3-3)" relies on the fuel card existing in the system, so that the vehicle that the card was assigned to at the time of the transaction, can be determined. This is because many fuel transaction files provided by suppliers do not contain the vehicle information, only the card number. Therefore, the fuel card table in FleetWave provides the information that is required to link the transaction to the relevant vehicle, allowing the fuel to be appropriately assigned. A fuel card may be assigned to a vehicle or a driver - in the case that the card is assigned to a driver (during the import of a fuel file) FleetWave will check the allocations table to determine which vehicle the driver was assigned to on the date of the transaction.
UC-3-3	Import fuel transaction	Fuel	<p>This use case describes the process of importing a fuel transaction file - either a fuel card supplier or an onsite bunkered fuel system. The format of files from each supplier and system differs, so only the high level common processing is described here. The validation which takes place is described in detail in "Validate Fuel Transaction Entry (UC-3-5)".</p> <p>Fuel issues validation will look to match the vehicle ID in the import to the vehicles table. If this fails, then it</p>

			looks to match the vehicle ID via matching the fuel card # to fuel card # and on that match returning the vehicle ID allocated to the fuel card. If that fails it will return vehicle ID as unknown in fuel pre-processing.
UC-3-4	Manually record fuel transaction	Fuel	<p>Transactional fuel data is usually added to FleetWave via the import of a file from the fuel card provider - see use case "Import fuel transactions (UC-3-3)". However, there may be occasions where you enter fuel transactions manually (e.g. if the driver doesn't have a fuel card).</p> <p>This use case describes the process of manually adding a fuel transaction to FleetWave. NOTE - the 'Record Status' field is set during the import of a fuel file - see "Import fuel transactions (UC-3-3)" to identify invalid transactions. For manually entered transactions, this field defaults to 'Normal'.</p>
UC-3-5	Validate fuel transaction entry	Fuel	<p>During the import of a fuel transaction file, FleetWave will validate that certain conditions are met. If any of these validations fail, the transaction will be held in a pre-processed state, as described in "Import fuel transactions (UC-3-3)". This use case describes the validations that are executed during this process and exactly what they check.</p> <p>NOTE - any fuel transactions which fail validation will not be accounted for in any system statistics that are calculated e.g. the vehicle's running cost or odometer calculations.</p>
UC-4-1	Reallocate a vehicle	Reallocation	Allocation of vehicles to hierarchical entities (e.g. cost centres, locations etc.) and drivers is done using the reallocate tool. The main success scenario details allocating a vehicle to levels of the organisation hierarchy only. Allocating a vehicle to a driver is covered in the extension steps.
UC-4-2	Assign vehicle a new registration plate	Reallocation	The reallocate tool also supports the replating of a vehicle, maintaining a history of whatever registration the vehicle had, on any given date. This is useful for when cherished plates are used in the organisation for example.
UC-5-1	Define a user template	System Administration	
UC-5-2	Add a new user to the system	System Administration	Each unique user for the system will need a profile creating for them. They will be assigned an access profile from the list of standard FleetWave core profiles that suit their level and requirements i.e. they

			<p>will only be given access to modules pertaining to their role within the company.</p> <p>FleetWave audits changes to data within FleetWave based on this user profile.</p> <p>If required, groups of users can be split out between depots within the system and access can be limited to ensure users groups are kept separate.</p>
UC-5-3	Display a homepage message	System Administration	<p>FleetWave can be utilised to display a message to users on the home page. This message is configurable by a user with sufficient access rights.</p>
UC-5-4	User requests password reset	System Administration	
UC-8-1	Period end cost reporting	Costing and Accounts	<p>Fleetwave will produce a period end cost report.</p>
UC-8-3	Create cost centre	Costing and Accounts	<p>FleetWave has a flexible hierarchy module, allowing vehicles to be allocated to as many 'entities' (e.g. departments, locations, workshops etc.) as is meaningful to the organisation using the system. As a minimum, the vehicle must be allocated to a cost centre, as this is used in cost allocation. Other hierarchy tables perform different functions. Vehicles can move between cost centres in the system and this transactional history is recorded in the allocations table - see "Reallocate a vehicle (UC-4-1)".</p> <p>This use case describes the process of adding a new cost centre to the system.</p>
UC-10-1	Identify vehicles due to be replaced	Vehicle Orders	<p>A set of fleet status KPIs is available to help identify vehicles that are due to be replaced. This is the trigger for the initiation of the procurement process.</p> <p>For purchased vehicles the replacement date is calculated based on the criteria set against the vehicle type (this can be time and/or distance based) and FleetWave will update the forecast replacement date daily, based on the current mileage information it has for the vehicle. A KPI is available that will show vehicles due to reach their forecast replacement date within a given time frame.</p> <p>For leased vehicles, the criteria used to identify vehicles due to be replaced is the contract end date and distance.</p>

			For leased vehicles, the replacement date is determined by the contract end date. A second KPI is available that displays these vehicles. Additionally, a third KPI is available that shows all leases which are currently forecast to exceed their lease distance.
UC-12-1	Register accident details	Accidents	<p>FleetWave allows the recording of comprehensive accident information, including full details about where and when the accident happened, the conditions at the time and the ultimate reason why the accident happened. The system allows the user to store details of all third parties that were involved or were witness to the accident.</p> <p>Finally, the system allows the user to store details about the cost of the accident and update the status as the accident process progresses.</p>
UC-12-2	Generate insurance company letter	Accidents	FleetWave will generate a letter suitable to send to the insurance company, automatically populating the letter with relevant details from the accident record that was been created in FleetWave.
UC-12-3	Record Costs	Accidents	
UC-13-1	Add an odometer reading	Odometer Management	Fleetwave will automatically use tables specified in configuration to create an odometer history.
UC-13-2	Correct a bad odometer reading	Odometer Management	Refers to the odometer correction tool
UC-15-1	Record driver licence category details	Duty of Care	The system facilitates the recording of driver licence data, including basic information such as licence number and the date when the next check is due. This process is described within this use case.
UC-15-2	Record medical and eye test dates	Duty of Care	Businesses are responsible for monitoring the fitness to drive of their employees, which includes carrying out medical checks and eye tests. FleetWave supports this process by allowing next due dates to be stored against the driver records, which is then made visible through home page KPIs, helping to manage this process. The frequency of these checks depends on the driver's age and other factors such as regional/international law, therefore setting the next due date is a manual process carried out by the Fleet Administrator.
UC-16-1	Create supplier	Suppliers	
REQ-1	FS KPI - Defects by Severity	Report / KPI	Dashboard
REQ-2	Core Reports - Top X Cost Areas with Selection Criteria for Expense Categories	Report / KPI	Dashboard

REQ-3	Core Reports - Operating Costs	Report / KPI	Dashboard
REQ-4	Core Reports - Benchmark Scorecards - Metrics	Report / KPI	Dashboard
REQ-5	Core Reports - Benchmark Scorecards - Compliance Statistics	Report / KPI	Dashboard
REQ-6	Core Reports - Benchmark Scorecards - Compliance	Report / KPI	Dashboard
REQ-7	Core Reports - Mileage Comparisons	Report / KPI	Dashboard
REQ-8	Core Reports - Fleet Survey	Report / KPI	Dashboard
REQ-9	KPI - Tax Date	Report / KPI	Dashboard
REQ-10	KPI - Next Service Due	Report / KPI	Dashboard
REQ-11	KPI - Next Inspection Due	Report / KPI	Dashboard
REQ-12	KPI - MOT / DOT Due	Report / KPI	Dashboard
REQ-13	KPI - Next Aerial Due	Report / KPI	Dashboard
REQ-14	KPI - Insurance Due Date	Report / KPI	Dashboard
REQ-15	Leased Vehicles Forecast to Exceed Contract Distance	Report / KPI	Dashboard
REQ-16	Vehicles off Road (Number Grid)	Report / KPI	Dashboard
REQ-1-1	Disposed Vehicles Report	Report / KPI	Dashboard
REQ-1-2	New Vehicles on Fleet Report	Report / KPI	Dashboard
REQ-2-1	KPI - Driver Offence Points	Report / KPI	Dashboard
REQ-2-2	KPI - Driver Status	Report / KPI	Dashboard
REQ-10-1	Owned Vehicles Due Replacement	Report / KPI	Dashboard
REQ-10-2	Leased Vehicles Due Replacement	Report / KPI	Dashboard
REQ-15-1	KPI - Driver Licence Categories Due to Expire	Report / KPI	Dashboard
REQ-15-2	KPI - Driver Licence Checks Due	Report / KPI	Dashboard
REQ-15-3	KPI - Driver Medical Due	Report / KPI	Dashboard



REQ-15-4	KPI - Driver Eye Test Due	Report / KPI	Dashboard
----------	------------------------------	--------------	-----------

Streamlined Delivery

As FleetWave Core does not include the usual project management and configuration you would get from an enterprise or bespoke solution, it is a super streamlined process.

To get started with FleetWave Core you are provided with templates to help import any existing data. The process is very simple:

- ✓ Format your existing data into Chevin templates
- ✓ Email the data to Chevin
- ✓ The data is checked to ensure nothing is missing or incorrect
- ✓ The data is imported into your new fleet management system

Typically, **you will be live within 2 weeks** of providing us with your templated data.

What services are included with FleetWave Core?

	Core	Core Plus	Enterprise
Assigned Project Manager	X	✓	✓
System configuration by Chevin	X	✓	✓
User configurable	✓	✓	✓
Bespoke configuration or development	X	X	✓
Support and helpdesk	✓	✓	✓
Hosting	✓	✓	✓
Data Migration	X	X	✓



Which package is suitable?	For those who want totally off the shelf fleet system with none of the cost and fuss of lengthy project management, bespoke configuration and development, replying on the best practise features built-in.	For those wanting a standard fleet management system, a few bolts-on features, import integrations or help setting configuring within the pre-determined system parameters.	For those who want a customised solution, with business scoping to identify their special workflows and custom development requirements, for a system truly wrapped around their organisation's processes.
-----------------------------------	---	---	--

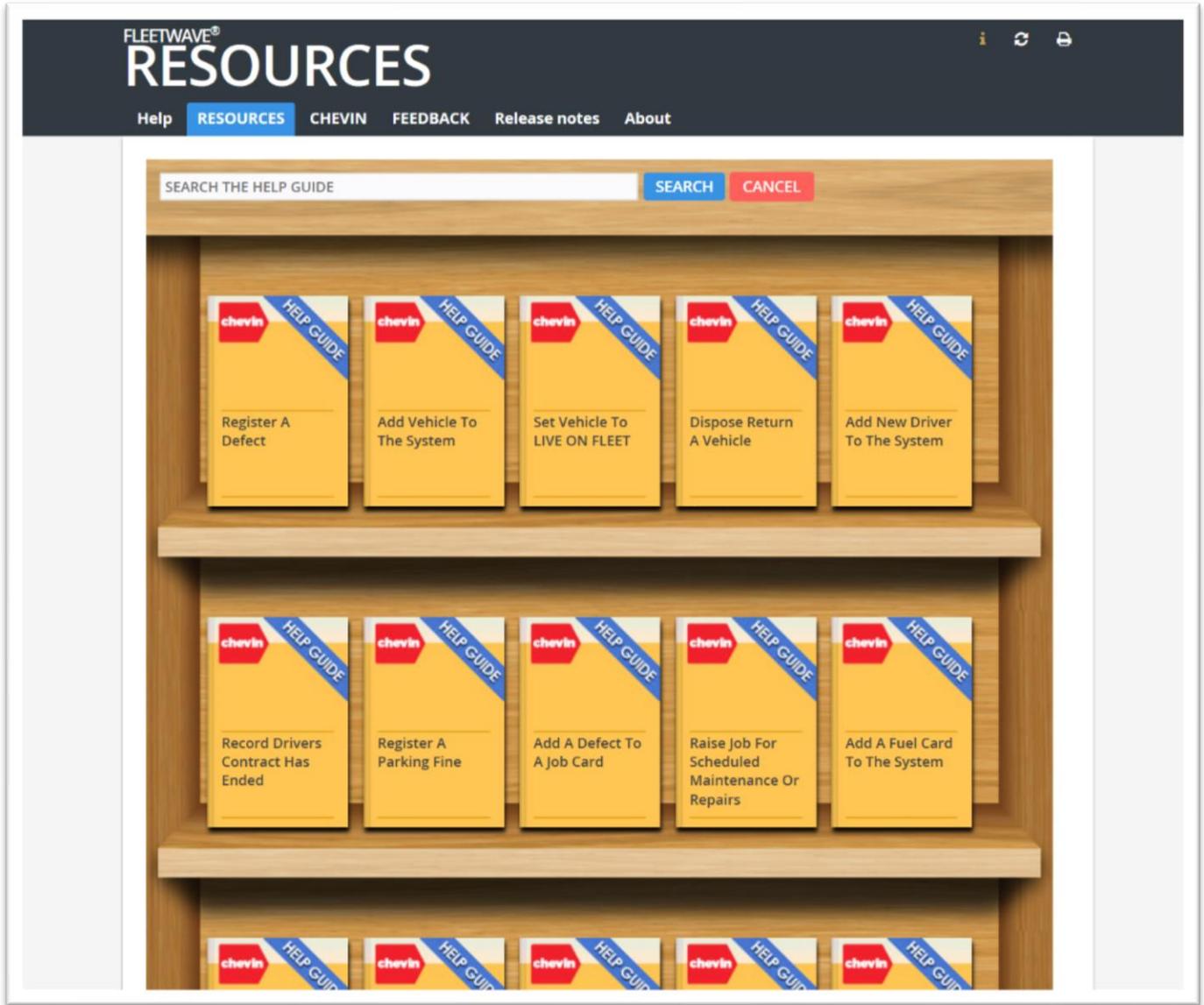
Training Strategy

At Chevin, we believe in the value of knowledge sharing as a means of empowering our customers to business success.

When you purchase FleetWave Core you are given access to the self-help guides that are available for every use case.

In addition, we offer access to Chevin Academy – our online learning zone. The Academy has been developed with both community and confidentiality in mind. Customers can use the Academy to access global training videos and documents.

Typical view of the self-help guides



FINANCIAL PROPOSAL

- **FleetWave Core 5 -year contract**

One time Set-Up Fee	Monthly Payments	Total First Year Investment
<u>\$5,025.00</u>	<u>\$1,665.00</u>	<u>\$25,015</u>



Requested Optional Interfaces:

One-Time Fuel Interface: \$4,900

One-Time GPS Odometer and Map Integration: \$7,900

Notes regarding licensing and services:

- ✓ Above pricing is in US Dollars and is exclusive of tax (where applicable).
- ✓ Technical support will be provided from Fitchburg, MA Office.
- ✓ Travel and related expenses will be recharged at cost, as incurred.

Proposal for:

- ✓ FleetWave CORE, System Version – **FleetWave Core 2.38**
- ✓ Number of users – **Unlimited**
- ✓ Number of vehicles/assets – **300**
- ✓ Set of standard reports
- ✓ System Administrator and User training guides

Fleet Management and Related Technology Solutions Contract Pricing

For



Prepared by

Ron Katz

SVP, North American Sales
ron.katz@chevinfleet.com



Chevin Fleet Solutions

NJPA Pricing February 2017

Contractor: Chevin Fleet Solutions LLC
43 Orchard Hill Drive
Sharon, MA 02067

Contract Administrator Contact:

Ron Katz
T - (781) 793-0788
F – (781) 784-6894
ron@chevinfleet.com

Authorized Negotiator: Ron Katz
T - (781) 793-0788
ron@chevinfleet.com

Business Size: Small

Prices shown herein are Net (Discount deducted)

NJPA Contract Pricing

FleetWave – Web based Fleet Management Information System

Onetime costs for perpetual software licensing based upon the number of “active” fleet and related assets managed within system with **unlimited** user access rights.

Modules included:

Equipment/Asset Management, Work Orders, Work Requests, Inventory and Purchasing, Basic Bar Coding, Driver, Accident, Fuel, Document Management, Event Scheduling and integrated Query Builder

FleetWave Software

Catalog Number	Description	List Price	NJPA Member Onetime Cost
FW-450	FleetWave Up to 450 Assets Unlimited user access	\$42,500	\$30,450
FW-1000	FleetWave Size 451 – 1,000 Assets Unlimited user access	\$70,500	\$50,450
FW-2000	FleetWave Size 1,001 – 2,000 Assets Unlimited user access	\$97,500	\$70,450
FW-4000	FleetWave Size 2,001 – 4,000 Assets Unlimited user access	\$175,500	\$120,450
FW-7000	FleetWave Size 4,001 – 7,000 Assets Unlimited user access	\$260,500	\$180,450
FW-10000	FleetWave Size 7,0001 – 10,000 Assets Unlimited user access	\$339,500	\$240,450
FW-11000	FleetWave Over 10,001 Assets Unlimited user access	\$36.25	\$24.25 Each
FW-MP	FleetWave Motor Pool and Reservation Module Including Configuration	\$19,900	\$12,800
FW-WFP	FleetWave Basic Workshop Floor Module Including Configuration	\$27,900	\$18,400
FW-VR	FleetWave Vehicle Replacement Module Including Configuration	\$29,900	\$19,800
FW-DEP	FleetWave Driver Expense Portal	\$24,900	\$16,800
FW-BILL	FleetWave Billing Module – Including Configuration	\$28,900	\$19,800
FW-MOB	FleetWave Mobile – Priced based upon number of forms and users		TBD
FUELCARD	Single One-Way Commercial Fuel Card Interface	\$8,000	\$4,900
FUELSYSTEM	Single One-Way Electronic Fuel System Interface	\$8,000	\$4,900
	Additional professional and/or consulting services as well as system interfaces are scoped and priced based upon Chevin’s Professional Service Rates defined below. Ongoing support for system interfaces is included in the Annual Support fees outlined below		

FleetWave Annual Software Support

Annual Support	450 Units	451-1,000	1,001 – 2,000	2,001 – 4,000	4,001 – 7,000	7,001 – 10,000	10,000+
Year 1	\$ 6,090	\$10,090	\$14,090	\$24,090	\$36,090	\$48,090	\$5.45 Each
Year 2	\$ 6,290	\$10,290	\$14,490	\$24,490	\$36,690	\$49,090	\$5.55 Each
Year 3	\$ 6,490	\$10,490	\$14,690	\$24,690	\$36,990	\$50,090	\$5.65 Each
Year 4	\$ 6,690	\$10,690	\$14,890	\$24,890	\$37,490	\$51,090	\$5.75 Each
Year 5	\$ 6,890	\$10,890	\$15,090	\$25,090	\$37,890	\$52,090	\$5.85 Each
Annual Support for the FleetWave Motor Pool and Reservation Module (Years 1-5)							\$2,760/Year
Annual Support for the FleetWave Basic Workshop Floor Module (Years 1-5)							\$3,120/Year
Annual Support for the FleetWave Vehicle Replacement Module (Years 1-5)							\$3,120/Year
Annual Support for the FleetWave Driver Expense Portal (Years 1-5)							\$2,760/Year

FleetWave's first year's Annual Software Support is based upon 20% of the NJPA Member software licensing costs and is billed after the initial ninety day complimentary warranty period has expired. Chevin's annual software support includes web-based, online and telephone support as well as all version updates, patches and fixes at no additional cost.

FleetWave Connect - Telematics Solution

Catalog Number	Description	List Price	NJPA Member Onetime Cost
CA-3030	CalAmp LMU-3030 – OBD-II – Passenger & Light Truck Device	\$325/Each	\$229/Each
CA-4230	CalAmp LMU-4230 – JBUS – Heavy Duty Truck Device	\$445/Each	\$356/Each
	CalAmp device pricing is based upon self-installation and includes extension cabling if needed. Onsite installation services are available at additional cost.		
FWCONNECT	Network Service Per Device Billed Monthly In Advance for US & Canada	\$15.95/Month	\$8.95/Month
FWCONNECT	One-Time FleetWave Connect Setup Fee	\$4,900	\$3,200

Monthly Operating Cost (OPEX) option available combining the device and the monthly service into a single monthly fee based upon a 12/24/36 month term is available

Connection fee charges begin upon the date of first transmission or 90 days after receipt of shipment for each unit(s) whichever occurs first.

FleetWave Connect Tier One Support provided by Chevin's help desk and is included in the costs outlined above.

The following limitations apply:

- FleetWave Connect pricing is based upon an initial 12-month contract per device
- Data points include the basic FleetWave Connect offering
- Additional FleetWave reports, KPI's and email notifications are not included



Chevin Professional Service Rates

Project Manager – NJPA Member Rate: \$225/Hour

Retail Rate \$250/Hour

Minimum/General Experience

Five (5) years’ experience in software project management including the implementation of large complex projects. Possess a high level of product and service knowledge and has the diverse skills necessary to implement Chevin’s solutions in a variety of computing environments. Project Managers demonstrate strong and effective communication, interpersonal, organizational and planning skills and has a proven record of delivering quality work and satisfying contract requirements.

Functional Responsibilities

Chevin’s Project Manager is responsible for the management and oversight of all Chevin related resources, tasks and deliverables during the course of the project insuring that Chevin’s quality standards are adhered to and expected timelines are maintained. Chevin’s Project Manager provides regular status reports, updates and maintains issue logs and works with client staff to schedule project team conference calls as required insuring that project goals are met. Chevin’s Project Manager is the primary point of contact for any project related issue that may arise, and is personally responsible for addressing all project related concerns.

Technical Business Consultant - Rate: \$200.00/Hour

Retail Rate \$225/Hour

Minimum/General Experience

A minimum of two (2) years’ experience in system implementation, installation, and configuration services. This includes all operating systems within which Chevin’s solutions operate as well as detailed knowledge regarding fleet management best practices.

Functional Responsibilities

Chevin’s Technical Business Consultant assigned to projects are responsible for the initial certified application installation, process and system documentation, application configuration, data migration and screen design, system design and prototype testing, system security protocols as well as direct support of the data migration process. Chevin’s Technical Business Consultant offers a wide-ranging mix of hands on fleet management experience, process design as well as system implementation capabilities, and will work with client subject matter experts on a remote as well as on-site basis as required. Working in conjunction with Chevin’s implementation and support team, Chevin’s Technical Business Consultants are responsible for the precise delivery of application functionality to meet client specific functional requirements. During the implementation process Chevin Technical Business Consultants report directly to Chevin’s Project Manager.

Training Consultant – Rate: \$200.00/Hour

Retail Rate \$225/Hour

Functional Responsibilities

Chevin’s Training Consultants work with Chevin Technical Business Consultants and the Project Manager to develop and deliver specific process oriented curriculum and documentation for operational training of system users. Chevin’s Training Consultant works directly for Chevin’s Project Manager.

Labor Category	Hourly Rate	Day Rate
Project Manager	\$225.00	\$1,800
Technical Business Consultant	\$200.00	\$1,600
Training Consultant	\$200.00	\$1,600



Chevin Commercial Data Center Estimated Hosting Fees

NJPA members can utilize FleetWave through a hosted offering whereby Chevin will host and support the FleetWave application out of our corporate commercial data center located in Houston, TX. Chevin's multi-tenant private cloud services include all network hardware, secure URL, with SFTP and database administration services, database licensing, service monitoring, antivirus protection as well as FleetWave environment support services. The NJPA member organization is responsible for all staff access to the Internet. The hosting fees outlined below are based upon a 36 month term and include a single production environment with up to 20GB of data and general file storage the first year and up to 10GB of additional storage for each subsequent year. Chevin reserves the right to increase the monthly hosting costs at the end of the initial term on an annual basis by up to 3% with 30-day written notice.

The monthly fees for these comprehensive services are based upon the number of named system users and the data retention needs of the organization. The below pricing is for **estimation** purposes only and would need to be properly scoped and defined based upon the individual NJPA member's needs.

Monthly Hosting Service Fee (Billed monthly in advance)	\$1,695
One Time Hosting Environment Setup Fee	\$3,500

Hosting Services Data Storage Limits

Data Storage Limits

Contract Term	Database Storage Allocation (GB)	General File Storage Allocation (GB)	Total Annual Storage Allocation (GB)
Year 1	10	10	20
Year 2	20	10	30
Year 3	30	10	40

Chevin will measure the cumulative data storage consumed by the client's databases and general document storage each month prior to billing. Should the client exceed the Total Annual Storage Allocation cited in the Data Storage Schedule table above, Chevin will automatically apply the following Monthly Data Storage Fees for additional hard disk storage required to accommodate the cumulative unscheduled growth of the Client's databases, general documents, and backups.

Contract Term	Monthly Data Storage Fees Per Gigabyte (GB)
Year 1	\$20
Year 2	\$25
Year 3	\$30