



MEMORANDUM CITY STANDARD APPROVAL

TO: Hugh B. Dunkley, Chief Financial Officer
FROM: Andrew Rayfield, Fleet Manager *AR*
THROUGH: Missie Barletto, Public Works Director *MB*
Cynthia Buisson, Assistant Public Works Director *CB*
SUBJECT: City Standard Approval for FASTER Fleet Software
DATE: October 17, 2023

Background: In 2004, the City of Delray Beach (City) sought out a software package for Fleet Management that would replace the Fleet Division's functions contained within the AS400. The purpose was to initiate a fleet management package that would provide the capability of providing reports, improving technician productivity, increase service levels for our customers, and more accurately track costs. With the applications included in the FASTER software, we can manage a parts inventory, as well as equipment records, paperless work orders, fuel management, and the capability to track technician labor electronically. Through the use of computer tablets on the shop floor, technicians are able to log onto and off of work orders and enter technician notes describing the work performed. The FASTER software that is being used today, provided by CCG Systems, Inc. d/b/a FASTER Asset Solutions continues to meet all our needs and has continually improved through upgrades to the system. Therefore, Fleet staff requests approval to designate FASTER as a City standard.

Justification: The fleet software currently being used from FASTER meets our requirements and has been integrated with our EJ Ward Fuel Management System as well as having a billing export feature that allows us to export monthly billing reports to the Finance Department. Many of the best practice processes that other providers charge extra for customization; they are included in the standard configuration that is provided by FASTER. Fleet staff would like to continue using this software, as the time, money and effort to procure new software, integrate it with the necessary software, and train staff isn't in the best interest of the City.

Market Research: While there are other Fleet Management software companies that provide similar products and services, FASTER continues to be one of the leading Fleet software providers, widely used by government and private fleets throughout the United States. FASTER is the only provider of this fleet software maintenance and support. Purchasing had previously verified this using GovSpend, a database of most all of governmental purchase orders. FASTER's website also shows no other providers or resellers of their software solution.

Exempt per PPM B xi On-going Maintenance and support of existing software/hardware, equipment

Quote or Proposal is attached: ☒ Yes ☐ No

Comments: _____

☒ Approved. This City Standard approval is valid for 60 months from date of approval. Attach this City Standard Approval to all requisitions for this item.

☐ Need Additional Information

☐ Not Approved

Comments: _____

Hugh Dunkley

Jan 5, 2024

Don Marrese

Oct 19, 2023

Chief Financial Officer

Date

Information Technology (IT) Director

Date