City Council Agenda Item Request

1) **Date submitted to Clerk's Office:** August 4, 2025

2) **Primary contact person and Department requesting agenda item:** Dylan Wingler, Asset Manager, Public Works

3) **Requested Council meeting date:** September 9, 2025

4) **Subject:** Authorization of Amendment to Public Works' Contract 92400188 with Samsara, Inc.

5) **Action Requested:** Adoption of resolution authorizing the City Manager to execute a contract amendment with Samsara, Inc., increasing the contract funding and setting a total not-to-exceed limit of $132,000, for the provision of fleet telematics and camera solutions.

6) **Note if time sensitive, and why:** This contract is time-sensitive due to Public Works' goal to increase accountability and safety during operation of its fleet vehicles.

7) **Potential fiscal impact(s) - if known by staff at time of request:**
    a) The fiscal impact will vary depending upon utilization, but it is expected that a minimum of $65k will be utilized through the remaining contract term, which would result in a contract total of $126k being utilized. However, spending will not exceed the limit of $132,000.
    b) Funding for this contract will be pulled from the FY 2025-2026 budgets for Sanitation (General Fund), Streets (General Fund), and the Streets - Utility Cut and Stormwater Enterprise Funds.

8) **Identify all vendor outreach for Minority & Women Owned Business Enterprises (MWBE).**
    a) This is an amendment to Contract 92400188 with Samsara, Inc;, which was completed under Sourcewell Contract 020221-SAM, thus no outreach efforts were conducted.

9) **Identify all Boards, Commissions and Council Committees with tentative dates - add in the vote and recommendation from each Board:** None.

10) **Identify key issues:**
    a) Contract 92400188 is a three-year term contract that was executed on October 24, 2023, between the City and Samsara, Inc., under the Sourcewell cooperative purchasing program's contract 020221-SAM for the provision of fleet telematic and camera solutions.
    b) Under this contract, the City pays for GPS/camera licensing fees only - Samsara provides the equipment at no cost. Samsara's software uses location data from installed GPS units and cameras to provide live tracking and camera footage for

Public Works vehicles. This software integrates with both the City's GIS system and fleet management software.

c) The GPS/camera units and software integration provides several benefits, including the capability for real-time location tracking, enhanced security and theft prevention, and increased accountability and transparency. Most importantly, GPS tracking can be used to monitor driving behaviors and identify unsafe practices, and cameras can provide visual evidence in the case of accidents or disputes, helping to determine fault and protect from false claims.
d) An amendment was executed on May 16, 2025, to increase contract funding to allow for additional licenses. This increased coverage of GPS and camera units to approximately 78% and 40% of the Public Works fleet, respectively. The contract currently totals $60,848.45, which consists of Year 1 and year-to-date Year 2 expenses.
e) This second amendment would further expand the contract with Samsara to include GPS and cameras for the remainder of the existing Public Works fleet. This amendment would occur during Year Two of the contract term, and so new licensing costs would be pro-rated for the remainder of the second year, while the full costs for the currently-existing and newly-added licenses will then be charged for Year 3.
f) To account for the increased licensing costs and shipping costs for the additional equipment, as well as allowing for potential fleet additions through the remaining contract term, the contract funding is being increased by $71,151.55. This will increase the total contract funding to $132,000, which will become a Not-To-Exceed limit.