



**DATE:** June 6, 2023

**TO:** Mayor and City Council

**FROM:** Director of Maintenance Services

**SUBJECT:** Adopt A Resolution Authorizing the City Manager to Execute a Professional Services Agreement with Samsara Inc. in an Amount Not-to-Exceed \$105,465 and an Effective Term Length Through FY2026

### **RECOMMENDATION**

That Council adopts a resolution (Attachment II) authorizing the City Manager to execute a professional services agreement (PSA) with Samsara Inc. (Samsara) in an amount not-to-exceed \$105,465 and an effective term length through FY2026.

### **SUMMARY**

Maintenance Services' Fleet Division is responsible for the management of over 450 City fleet vehicles and pieces of equipment. To effectively support and best manage this effort, staff utilizes fleet management software and telematics to maintain an accurate and up-to-date overview of vehicle diagnostics and geolocation, this solution serves as a diagnostic tool to alert and schedule the appropriate preventative maintenance schedule in accordance with manufacturer specifications. Staff recommends entering into a PSA with Samsara in an amount not-to-exceed \$105,465 and an effective term length through FY2026.

### **BACKGROUND AND DISCUSSION**

The Fleet Division is responsible for the management of over 450 City fleet vehicles and pieces of equipment. To effectively support best manage this effort, staff utilize fleet management software and telematics to maintain an accurate and up-to-date overview of vehicle diagnostics, geolocation, and a means to trigger appropriate preventative maintenance schedules in accordance with manufacturer specifications. This software can also decrease operational expenses through predictive analytics and comply with state and federal emission mandates through detailed reporting. The existing telematic devices are at the end of their useful life and require upgrades.

Samsara is a local technology company that provides telematic devices to improve the safety, efficiency, and sustainability of fleet operations. Samsara will replace the existing devices with improved devices, such as vehicle integrated cameras and forward-facing

dash cameras,, where appropriate. The new system will improve LTE connectivity, maintenance diagnostic data, and provide the City with the opportunity to digitize current paper processes, such as Driver-Vehicle Inspection Reports (DVIR), pre-trip, and post-trip logging. In addition, the forward-facing dash cameras on Streets Operation Vehicles will provide better visibility to support incident reports and improve City safety efforts. Overall, these upgrades will allow for better operational and incident reporting, an expanded set of maintenance data points used to determine preventative maintenance opportunities in real-time, an asset operations platform, and reduced administrative burden. Furthermore, Samsara's solution provides reporting that will support the City's EV strategy, transition, and integration efforts.

Staff recommends entering into a PSA with Samsara for fleet software and a telematics solution. This agreement will be completed through the cooperative agreement with Sourcewell, a third-party administrator that completed the competitive bidding process.

### **ECONOMIC AND FISCAL IMPACT**

This item will be funded through the Fleet Division's annual operating budget (Fund 735). The annual cost of service is \$35,335 in FY 2024, and \$35,065 each fiscal year in FY 2025 and FY 2026. This item will have no impact to the General Fund.

### **STRATEGIC ROADMAP AND SUSTAINABILITY FEATURES**

This agenda item is a routine operational item. It does not directly relate to any of Council's six priorities or have significant sustainability features.

### **PUBLIC CONTACT**

This item requires no public contact.

### **NEXT STEPS**

If Council approves staff's recommendation, the City Manager will execute a PSA with Samsara in an amount not-to-exceed \$105,465 and an effective term length through FY 2026.

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*Recommended by:* Todd Rullman, Director of Maintenance Services

Approved by:



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Kelly McAdoo, City Manager