

**EXHIBIT A**  
**City of Delray Beach**  
**FY 2025-26 Budget Amendment # 3 - Summary - Resolution # 02-26**  
**January 20, 2026**

General Fund (001)			
Description	Increase	Decrease	Total
<b>Expenditures</b>			
<b>Parks &amp; Recreation Department</b>			
Rentals & Leases Equipment	\$ 28,000.00	\$ -	\$ 28,000.00
Promotional Activities Special Events	\$ 14,500.00	\$ -	\$ 14,500.00
Part Time Wages	\$ 58,646.57	\$ -	\$ 58,646.57
Regular Salaries/Wages	\$ -	\$ 68,523.30	\$ (68,523.30)
Benefits	\$ -	\$ 32,623.27	\$ (32,623.27)
<b>Total Parks &amp; Recreation Department</b>	<b>\$ 101,146.57</b>	<b>\$ 101,146.57</b>	<b>\$ -</b>
<i>To transfer 1 position from Admin to Marina and use savings to fund holiday parade and out of school programs</i>			
<b>Total Expenditures</b>	<b>\$ 101,146.57</b>	<b>\$ 101,146.57</b>	<b>\$ -</b>
<b>General Fund @ 1/20/2026</b>			<b>\$ 201,106,067.00</b>
1/20/2026 Budget Amendment			\$ -
<b>General Fund @ 1/20/2026</b>			<b>\$ 201,106,067.00</b>
Marina Fund (426)			
Description	Increase	Decrease	Total
<b>Revenues</b>			
<b>Parks &amp; Recreation Department</b>			
Budgetary Account Prior Year Surplus	\$ 101,146.57	\$ -	\$ 101,146.57
<b>Total Parks &amp; Recreation Department</b>	<b>\$ 101,146.57</b>	<b>\$ -</b>	<b>\$ 101,146.57</b>
<i>To transfer 1 position from Admin to Marina and use savings to fund holiday parade and out of school programs</i>			
<b>Total Revenues</b>	<b>\$ 101,146.57</b>	<b>\$ -</b>	<b>\$ 101,146.57</b>
<b>Expenditures</b>			
<b>Parks &amp; Recreation Department</b>			
Regular Salaries/Wages	\$ 68,523.30	\$ -	\$ 68,523.30
Benefits	\$ 32,623.27	\$ -	\$ 32,623.27
<b>Total Parks &amp; Recreation Department</b>	<b>\$ 101,146.57</b>	<b>\$ -</b>	<b>\$ 101,146.57</b>
<i>To transfer 1 position from Admin to Marina and use savings to fund holiday parade and out of school programs</i>			
<b>Total Expenditures</b>	<b>\$ 101,146.57</b>	<b>\$ -</b>	<b>\$ 101,146.57</b>
<b>Marina Fund @ 1/20/2026</b>			<b>\$ 232,995.00</b>
1/20/2026 Budget Amendment			\$ 101,146.57
<b>Marina Fund @ 1/20/2026</b>			<b>\$ 334,141.57</b>

**EXHIBIT A****City of Delray Beach****FY 2025-26 Budget Amendment # 3 - Summary - Resolution # 02-26****January 20, 2026****Water/Sewer Renewal-Replacement Fund (442)**

Description	Increase	Decrease	Total
<b>Expenditures</b>			
<b>Water/Sewer Renewal-Replacement</b>			
SCRWWTDB - FY25-26 Capital Projects	\$ 600,000.00	\$ -	\$ 600,000.00
Forcemain 50 to SCRWWTP Replacement	\$ -	\$ 600,000.00	\$ (600,000.00)
<b>Total Water/Sewer Renewal-Replacement</b>	<b>\$ 600,000.00</b>	<b>\$ 600,000.00</b>	<b>\$ -</b>

SCRWWTDB FY25-26 CIP projects of Solid Waste Authority Upgrades & Clarifiers 1, 2, & 3 were submitted under their budget however, this item was overlooked and was not included in Utilities CIP budget. The SCRWWTDB budget was ratified by City Commission on June 25, 2025 under Legistar Item #6.K.

<b>Total Expenditures</b>	<b>\$ 600,000.00</b>	<b>\$ 600,000.00</b>	<b>\$ -</b>
<b>Water/Sewer Renewal-Replacement Fund @ 1/20/2026</b>			<b>\$ 17,507,500.00</b>
1/20/2026 Budget Amendment			\$ -
<b>Water/Sewer Renewal-Replacement Fund @ 1/20/2026</b>			<b>\$ 17,507,500.00</b>

**Garage Fund (501)**

Description	Increase	Decrease	Total
<b>Expenditures</b>			
<b>City Garage</b>			
Communication Services GPS	\$ 9,000.00	\$ -	\$ 9,000.00
Other Contractual Services	\$ -	\$ 9,000.00	\$ (9,000.00)
<b>Total City Garage</b>	<b>\$ 9,000.00</b>	<b>\$ 9,000.00</b>	<b>\$ -</b>

Transfer of funds for GPS and related services due to 1) fulfilling remaining 3-months of current service period (\$5,000) and 2) increase for FY26 services due to new agreement P2026-003 (\$4,000) for a revised FY26 allocation of \$83,622

<b>Total Expenditures</b>	<b>\$ 9,000.00</b>	<b>\$ 9,000.00</b>	<b>\$ -</b>
<b>Garage Fund @ 1/20/2026</b>			<b>\$ 17,501,282.00</b>
1/20/2026 Budget Amendment			\$ -
<b>Garage Fund @ 1/20/2026</b>			<b>\$ 17,501,282.00</b>

**City of Delray Beach  
Budget Transfer Form**

(1) Departmental Line Transfer \_\_\_\_\_ (2) Date: 12/03/25

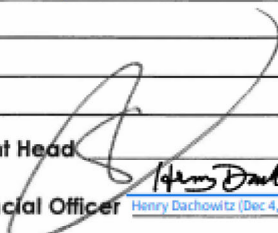
(3) Interfund/Interdepartmental Transfer \_\_\_\_\_ (4) JE Number: \_\_\_\_\_

(5) Requested By: Sam Metcalfe

PROJECT #	(6) ACCOUNT NUMBER	(7) DESCRIPTION	INCREASE	DECREASE
	426-00-000-301-011		\$ 101,146.57	
	426-75-750-575-1210		\$ 68,523.30	
	426-75-750-575-2110		\$ 5,242.03	
	426-75-750-575-2210		\$ 7,448.49	
	426-75-750-575-2310		\$ 19,384.92	
	426-75-750-575-2320		\$ 285.36	
	426-75-750-575-2330		\$ 200.07	
	426-75-750-575-2510		\$ 35.04	
	426-75-750-575-2710		\$ 27.36	
	001-74-000-574-4430		\$ 28,000.00	
	001-74-000-574-4815		\$ 14,500.00	
	001-72-731-572-1310		\$ 58,646.57	
	001-72-000-572-1210			\$ 68,523.30
	001-72-000-572-2110			\$ 5,242.03
	001-72-000-572-2210			\$ 7,448.49
	001-72-000-572-2310			\$ 19,384.92
	001-72-000-572-2320			\$ 285.36
	001-72-000-572-2330			\$ 200.07
	001-72-000-572-2510			\$ 35.04
	001-72-000-572-2710			\$ 27.36
(10) TOTAL			\$ 303,439.71	\$ 101,146.57

**JUSTIFICATION:**

To transfer 1 position from Admin to Marina and use savings to fund holiday parade and out of school programs

Department Head   
 Chief Financial Officer Henry Dachowitz (Dec 4, 2025 15:44:20 EST)

Budget Administrator Sabra H. Avery  
 City Manager 


# CITY OF DELRAY BEACH



100 NW 1<sup>st</sup> AVENUE · DELRAY BEACH, FLORIDA 33444 · 561/243-70

TO: Henry M Dachowitz, CPA, MBA, CFO

FROM: Amy Hanson, Assistant Director of Parks and Recreation

THROUGH: Samuel Metott, Director of Parks and Recreation 

DATE: December 1, 2025

RE: Budget Amendment

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The Parks & Recreation Department would like to request the following budget amendment for consideration:

The Administrative Assistant Position, along with FICA and benefits, in the Parks & Rec budget will be moved to the Marina Enterprise Fund to be funded out of that account.

The funds received from the US Consumer Product Safety Commission will be dispersed to the appropriate accounts for use.

City of Delray Beach  
Budget Transfer Form

(1) Departmental Line Transfer: Utilities 442

(2) Date: November 17, 2025

(3) Interfund/Interdepartmental Transfer

(4) Batch Number: \_\_\_\_\_

(5) Requested By:  Sue DiMascio Utilities

PROJECT #	(6) ACCOUNT NUMBER	(7) DESCRIPTION	(8) TRANSFER OUT	(9) TRANSFER IN
36003	442-36-260-537.63-17	Forcemain 50 to SCRWWTP Replacement	\$600,000.00	
TBD	442-36-260-537.34-35	SCRWWTDB - FY25-26 Capital Projects		\$600,000.00

JUSTIFICATION: SCRWWTDB FY25-26 CIP projects of Solid Waste Authority Upgrades & Clarifiers 1, 2, & 3 were submitted under their budget however, this item was overlooked and was not included in Utilities CIP budget. The SCRWWTDB budget was ratified by City Commission on June 25, 2025 under Legistar Item #6.K.

Department Head 

Budget Administrator  11-21-2025

Finance Director 

City Manager 

(11) Budget Revision Date \_\_\_\_\_

(12) Control Number \_\_\_\_\_

(13) Period \_\_\_\_\_

(14) Count \_\_\_\_\_

ORIGINAL-BUDGET


CANARY-PROJECT FILE

PINK-DEPARTMENT



## MEMORANDUM BUDGET AMENDMENT MEMO REQUEST

**TO:** Terrence R. Moore, ICMA-CM

**FROM:** Hassan Hadjimiry, P.E., Utilities Director 

**SUBJECT:** Request to Amend Utilities Fiscal Year 25-26 Budget

**DATE:** November 18, 2025

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The Utilities Department (Utilities) is submitting the following budget amendment for consideration:

### **Capital Fund 442**

Utilities requests to transfer funds from the following:

- **Forcemain 50 to SCRWTP Replacement**  
Finance Project 36003  
GL account 442-36-260-537.63-17  
Amount: \$600,000 to:
- South Central Regional Wastewater Treatment & Disposal Board  
**(SCRWWTDB) Capital Projects**  
Finance Project **TBD**  
GL account 442-~~36~~<sup>SWA</sup>-260-537.34-35 (please confirm Utilities can use this)

Utilities request to transfer funds for SCRWWTDB Capital Projects slighted for FY25-26 that include Solid Waste Authority Upgrades and Clarifiers 1, 2, and 3. This item was overlooked when the SCRWWTDB budget was submitted. The SCRWWTDB budget was ratified at City Commission on June 25, 2025, and part of the City's obligation under Page 7 of the fully executed Interlocal Agreement.

### **Purchasing Policy**

In accordance with PPM, Administrative Policies and Procedures BF-7 rev. 5

### **Funding Account Number: 442**

**Capital:** from 442-36-260-537.63-17 to 442-36-260-537.34-35

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Terrence R, Moore, ICMA-CM

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Date





**City of Delray Beach, Florida**  
**Capital Improvement Project Request**  
**Fiscal Year 2026 - 2030**



**Project Title:** SCRWWTDB - CIP Projects

**Project Location:** 1801 N Congress Ave

**Department:** Utilities

**Contact Person:** Hassan Hadjimiry

**Project Status:** ☒ New Project ☐ Project Continuation ☐ Annual Project

**Project Origination Date:** 10/1/2025

**Project Description**

South Central Regional Wastewater Treatment & Disposal Board (SCRWWTDB) for the following CIP Projects: Solid Waste Authority Upgrades and Clarifiers #1, #2, and #3.

**Project Justification / Relation to Other Projects**

Page 7 of Interlocal Agreement and City's obligation under that Agreement. Share 1/2 the cost of CIP projects with joint venture owners City of Delray Beach and Boynton Beach under Section 163.01 of the Florida Statutes and Florida Interlocal Cooperation Act of 1969.

**Financial Information**

**Spending By Fiscal Year**

Expenses	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	CIP 5 Yr Total
Land Acquisition						\$ -
Design / Preliminary Study						\$ -
Construction	\$ 600,000	\$ -				\$ 600,000
Public Arts Program		\$ -				\$ -
CEI / Inspections	\$ -	\$ -				\$ -
Equipment						\$ -
<b>Totals</b>	\$ 600,000	\$ -	\$ -	\$ -	\$ -	\$ 600,000

**Funding Sources**

Funding Account	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	CIP 5 Yr Total
442 Water & Sewer						\$ -
						\$ -
						\$ -
						\$ -
<b>Totals</b>	\$ 600,000	\$ -	\$ -	\$ -	\$ -	\$ 600,000

**Funding Allocations**

Other Funding Sources	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	CIP 5 Yr Total
CRA Allocation						\$ -
Grants Allocation						\$ -
<b>Totals</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Notes:

# South Central Regional Wastewater Treatment & Disposal Board Approved Capital Projects Budget Fiscal Year 2025/2026

DESCRIPTION	Actual FY2024	Approved FY2025	Approved FY2026	Variance \$\$\$	Variance %
Shared Revenues:					
Boynton Beach	\$1,458,853	\$750,000	\$600,000	(\$150,000)	-20.00%
Delray Beach	\$1,458,853	\$750,000	\$600,000	(\$150,000)	-20.00%
Other Income	\$255	\$0	\$0	\$0	0.00%
<b>TOTAL REVENUES</b>	<b>\$2,917,961</b>	<b>\$1,500,000</b>	<b>\$1,200,000</b>	<b>(\$300,000)</b>	<b>-20.00%</b>
Fund Balance/(Deficit)	(\$103,678)	\$0	\$0		
<b>TOTAL REVENUES &amp; FUND BALANCE</b>	<b>\$2,814,283</b>	<b>\$1,500,000</b>	<b>\$1,200,000</b>		
<b>EXPENDITURES</b>					
Gravity Belt Thickener	\$769,504	\$1,500,000	\$0	(\$1,500,000)	-100.00%
Deep Injection Well #2	\$398,512	\$0	\$0	\$0	0.00%
Deep Injection Well #2 - Pipeline	\$1,096,955	\$0	\$0	\$0	0.00%
Anaerobic Digestion	\$349,312	\$0	\$0	\$0	0.00%
Centrifuge #4	\$200,000	\$0	\$0	\$0	0.00%
Solid Waste Authority Upgrades	\$0	\$0	\$578,938	\$578,938	100.00%
Clarifiers #1, #2 and #3	\$0	\$0	\$621,062	\$621,062	100.00%
<b>TOTAL EXPENDITURES</b>	<b>\$2,814,283</b>	<b>\$1,500,000</b>	<b>\$1,200,000</b>	<b>(\$300,000)</b>	<b>-20.00%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$2,814,283</b>	<b>\$1,500,000</b>	<b>\$1,200,000</b>		

missed  
MIS-5 →



## **Brief Explanation of Funds**

### **General Fund (001 Wastewater)**

General Fund 001 is the primary operating fund of the Board. It is used to account for all financial resources, including Debt Service. Revenue is derived primarily from charges billed to each City (Boynton Beach and Delray Beach), based on each City's flow for the month. At the end of the fiscal year any excess or deficiency of program revenue over operational expenses is calculated. The excess or deficiency is shared proportionately based on each City's flow. The approved rate per thousand gallons is \$1.14.

### **General Fund (002 Reclaimed Water)**

General Fund 002 is the secondary operating fund of the Board. It is used to account for a portion of financial resources, mainly made up of 25% of base salaries. Like General Fund 001, revenue is derived from charges billed to each City based on flows for the month. Additionally, the Wastewater Fund provides revenue on a monthly basis in the form of an operating transfer based on flows for irrigation and injection well #1. The approved rate per thousand gallons is \$0.24.

Unassigned Reserves: \$ 2,350,653

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### **Repair & Replacement Fund (101)**

This fund accounts for the financial resources to be used for the acquisition, construction, or repair of major infrastructure. Revenue is derived from charges billed to each City based on each City's flow for the month. The approved rate per thousand gallons is \$0.07.

Restricted Reserves: \$1,144,948

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### **Capital Projects Fund (301)**

This fund accounts for the financial resources to be used for the acquisition or construction of assets for specific projects. The cost is shared evenly, 50/50, by each city as per the Interlocal Agreement.

Restricted Reserves: \$1,389,324

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Total Reserves as of 09/30/24: \$4,884,926

**SOUTH CENTRAL REGIONAL WASTEWATER  
TREATMENT AND DISPOSAL BOARD**

1801 North Congress Avenue • Delray Beach, Florida 33445

BOARD  
City Council Members of  
Boynton Beach & Delray Beach



Telephone  
(561) 272-7061 (561) 734 2577  
Fax: (561) 265-2357  
www.scrwwtp.org

**RATIFICATION OF SOUTH CENTRAL REGIONAL  
WASTEWATER TREATMENT AND DISPOSAL BOARD  
ACTION OF APRIL 28, 2025**

WHEREAS, the South Central Regional Wastewater Treatment and Disposal Board on April 28, 2025, by a vote of 5-0, did give **AUTHORIZATION TO ESTABLISH WASTEWATER USER RATE AT 1.21/1,000 GAL (O&M RATE OF \$1.14/1,000 GAL AND R&R RESERVES RATE OF \$0.07/1,000 GAL) TO DELRAY BEACH AND BOYNTON BEACH FOR FISCAL YEAR 2025/2026; AND FUND DEBT SERVICE BASED ON OWNERSHIP.**

WHEREAS, the South Central Regional Wastewater Treatment and Disposal Board on April 28, 2025, by a vote of 5-0, did give **AUTHORIZATION TO ESTABLISH RECLAIM USER RATE AT \$0.24/1,000 GAL TO CONSUMERS DELRAY BEACH, BOYNTON BEACH AND SOUTH CENTRAL REGIONAL FOR FISCAL YEAR 2025/2026.**

 WHEREAS, the South Central Regional Wastewater Treatment and Disposal Board on April 28, 2025, by a vote of 5-0, did give **AUTHORIZATION FOR THE CAPITAL IMPROVEMENT PLAN.**

WHEREAS, the South Central Regional Wastewater Treatment and Disposal Board on April 28, 2025, by a vote of 5-0, **ACCEPTED THE 2025/2026 WASTEWATER AND RECLAIM O&M BUDGETS.**

WHEREAS, said Board action requires ratification by the City of Boynton Beach and the City of Delray Beach.

NOW, THEREFORE, the **City of Delray Beach** hereby ratifies said Board action independently.

The above action is hereby ratified in open session by the **City of Delray Beach** this 3 day of June, 2025, by a 5-0 vote.

**SOUTH CENTRAL REGIONAL WASTEWATER  
TREATMENT AND DISPOSAL BOARD**

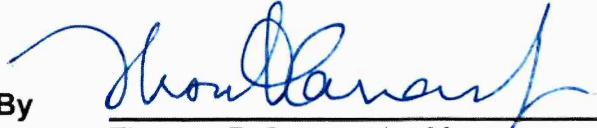
1801 North Congress Avenue • Delray Beach, Florida 33445

BOARD  
City Council Members of  
Boynton Beach & Delray Beach

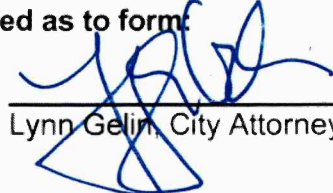


Telephone:  
(561) 272-7061 (561) 734-2577  
Fax: (561) 265-2357  
[www.scrwwtp.org](http://www.scrwwtp.org)

**CITY OF DELRAY BEACH**

By   
Thomas F. Carney, Jr., Mayor

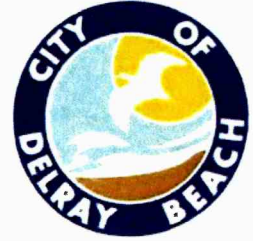
Attest:   
Alexis Givings, City Clerk

Approved as to form:  
  
Lynn Gelin, City Attorney





CITY OF DELRAY BEACH  
CITY ATTORNEY'S OFFICE  
200 NW 1<sup>ST</sup> Avenue, Delray Beach, FL 33444  
561-243-7090



## **LEGAL REVIEW FORM**

This form is to be used solely for the legal review of documents not including procurement agreements. Procurement Agreements are reviewed under a separate cover. This form shall only be completed by a member of the City Attorney's Office.

**Date of Review:** 5/12/25

**Document Name:** RATIFICATION OF SOUTH CENTRAL REGIONAL WASTEWATER TREATMENT AND DISPOSAL BOARD ACTION OF APRIL 28, 2025.

**Document Type:** Ratification of South Central Regional Wastewater Treatment Board Action

**Submitted by:** Susan Dimascio

☒ This document is approved as to form and legal sufficiency.

☐ This document is approved as to form and legal sufficiency; however, the undersigned made the following change(s):

☐ This document is not approved as to form and legal sufficiency for the following reason(s):

\_\_\_\_\_

s/Kelly W. Brandon, Esq.  
Attorney

**Copy to:**

\_\_\_\_ City Attorney's Office (with a copy of the approved document)

**City of Delray Beach  
Budget Transfer Form**

(1) Departmental Line Transfer

(2) Date: 11/14/2025

(3) Interfund/Interdepartmental Transfer

(4) Journal Number: \_\_\_\_\_

(5) Requested By: Amanda Skeberis, Budget Coordinator, Public Works

PROJECT #	(6) ACCOUNT NUMBER	(7) DESCRIPTION	(8) TRANSFER OUT	(9) TRANSFER IN
N/A	501-43-000-549.34-90	Other Contractual Services	\$ 9,000.00	
N/A	501-43-000-549.41-13	Communication Services GPS		\$ 9,000.00
<b>(10) TOTAL</b>			<b>\$ 9,000.00</b>	<b>\$ 9,000.00</b>

**JUSTIFICATION:** Transfer of funds for GPS and related services due 1) fulfilling remaining 3-months of current service period (\$5,000) and 2) increase for FY26 services due to new agreement P2026-003 (\$4,000) for a revised FY26 allocation of \$83,622.

Department Head Missie Barletto  
Missie Barletto (Nov 14, 2025 10:37:49 EST)
 Budget Office Sly 11.24.2025  
 Finance Director Amanda Skeberis City Manager \_\_\_\_\_





Samsara Inc.  
1 De Haro Street  
San Francisco, California 94107 US  
(415) 985-2400  
billingsupport@samsara.com  
www.samsara.com

>

## Invoice #310519554313500

**Total** **\$941.65**

**Amount Paid** **\$0.00**

**Balance** **\$941.65**

**Currency** **USD**

### Bill To

Chris Snyder  
City of Delray Beach  
100 NW 1ST Ave  
Delray Beach FL 33444-2698  
United States

### Ship To

Kevin Rumell  
City of Delray Beach, FL  
434 S Swinton Ave  
Delray Beach FL 33444-3553  
United States

## BANKING

ACH:	Wire Transfers:	Check Remittance Address:	Overnight Courier
Bank Routing Number: 322271627 Account Number: 626326760 Account Name: Samsara Inc.	Bank Routing Number: 021000021 SWIFT Code: CHASUS33 Account Number: 626326760 Account Name: Samsara Inc.	Samsara Inc. P.O. Box 735462 Dallas, TX 75373-5462 Note: UPS Next Day Air cannot be delivered to PO Boxes	JPMorgan Chase (TX1-0029) ATTN: Samsara Inc. 735462 14800 Frye Road, 2nd Floor Ft Worth, TX 76155

Please reference your invoice number(s) on your remittance advice when paying Samsara. Please be sure and send your remittance advice to remittances@samsara.com

## Contract Terms

Invoice Date	Due Date	Terms	Order Number	PO #	Quote #
9/6/2025	10/6/2025	Net 30	S-2133711	2024-00001367	
License Start Date	License End Date	Sales Rep	Shipping Method	Billing Period	
9/6/2024	12/19/2025	1000191 Kyle VanThof	Ground	9/6/2025 - 12/19/2025	





samsara

Samsara Inc.  
1 De Haro Street  
San Francisco, California 94107 US  
(415) 985-2400  
billingsupport@samsara.com  
www.samsara.com

License	Per Item Cost	Quantity	Tax Amount	Total
<b>LIC-AG-PWR-BASIC</b> License for basic powered asset tracking.	34.88	27	0.00	<b>941.65</b>
<b>Subtotal</b>				<b>\$941.65</b>
<b>Shipping</b>				<b>0</b>
<b>Tax</b>				<b>\$0.00</b>
<b>Total</b>				<b>\$941.65</b>
<b>Currency</b>				<b>USD</b>





samsara

Samsara Inc.  
1 De Haro Street  
San Francisco, California 94107 US  
(415) 985-2400  
billingsupport@samsara.com  
www.samsara.com

>

## Invoice #310519554321429

Total \$3,936.52

Amount Paid \$0.00

Balance \$3,936.52

Currency USD

### Bill To

Chris Snyder  
City of Delray Beach  
100 NW 1ST Ave  
Delray Beach FL 33444--2698  
United States

### Ship To

Andrew Rayfield  
City of Delray Beach, FL  
501 West Atlantic Ave  
Delray Beach FL 33444  
United States

## BANKING

ACH:	Wire Transfers:	Check Remittance Address:	Overnight Courier
Bank Routing Number: 322271627 Account Number: 626326760 Account Name: Samsara Inc.	Bank Routing Number: 021000021 SWIFT Code: CHASUS33 Account Number: 626326760 Account Name: Samsara Inc.	Samsara Inc. P.O. Box 735462 Dallas, TX 75373-5462 Note: UPS Next Day Air cannot be delivered to PO Boxes	JPMorgan Chase (TX1-0029) ATTN: Samsara Inc. 735462 14800 Frye Road, 2nd Floor Ft Worth, TX 76155

Please reference your invoice number(s) on your remittance advice when paying Samsara. Please be sure and send your remittance advice to remittances@samsara.com

## Contract Terms

Invoice Date	Due Date	Terms	Order Number	PO #	Quote #
9/9/2025	10/9/2025	Net 30	S-2212816	2024-00001373	
License Start Date	License End Date	Sales Rep	Shipping Method	Billing Period	
9/9/2024	12/19/2025	1000191 Kyle VanThof	Ground	9/9/2025 - 12/19/2025	





samsara

Samsara Inc.  
1 De Haro Street  
San Francisco, California 94107 US  
(415) 985-2400  
billingsupport@samsara.com  
www.samsara.com

License	Per Item Cost	Quantity	Tax Amount	Total
<hr/>				
<b>LIC-VG-PS</b> VG34 License without ELD and without WiFi that should be sold to SLED customers within a singled bundled price.	51.75	70	0.00	<b>3,622.64</b>
<hr/>				
<b>LIC-AG-PWR-BASIC</b> License for basic powered asset tracking.	34.88	9	0.00	<b>313.88</b>
<hr/>				
<b>Subtotal</b>				<b>\$3,936.52</b>
<b>Shipping</b>				<b>0</b>
<b>Tax</b>				<b>\$0.00</b>
<hr/>				
<b>Total</b>				<b>\$3,936.52</b>
<hr/>				
<b>Currency</b>				<b>USD</b>





## Cover Memorandum/Staff Report

File #: 25-1380

Agenda Date: 11/18/2025

Item #: 6.K.2.

**TO: Mayor and Commissioners**  
**FROM: Missie Barletto, Public Works Director**  
**THROUGH: Terrence R. Moore, ICMA-CM**  
**DATE: November 18, 2025**

APPROVAL OF RESOLUTION NO. 214-25 TO AWARD AN AGREEMENT TO SAMSARA INC., FOR FLEET MANAGEMENT INFORMATION SYSTEMS AND RELATED SOFTWARE AND HARDWARE SOLUTIONS UTILIZING SOURCEWELL REQUEST FOR PROPOSAL (RFP) #102924 IN THE AMOUNT OF \$500,213.96

**Recommended Action:**

Motion to approve Resolution No. 214-25 to award an Agreement with Samsara Inc., for Fleet Management Information Systems and Related Software and Hardware Solutions utilizing Sourcewell RFP #102924 in the amount of \$500,213.96; authorizing the City Manager to execute any amendments and/or renewals thereto and take any and all actions necessary to effectuate the intent of this resolution; providing an effective date; and for other purposes.

**Background:**

The Fleet Maintenance Division (Fleet Maintenance) of Public Works has an on-going need for technology services for the City's fleet of vehicles for diagnostics and tracking purposes. Samsara Inc. (Samsara) has provided Global Positioning System (GPS) tracking and diagnostic hardware and software for the City since 2022. The software utilizes GPS information to provide departmental users access to real time information as to vehicle locations, aiding in effective management of the vehicles. This same software provides Fleet Maintenance with vehicle data, such as mileage, to provide insights into vehicle performance and maintenance needs.

On September 10, 2024, Sourcewell, a State of Minnesota local government agency and service cooperative that offers cooperative procurement solutions to government entities, issued RFP #102924 for Fleet Management Information Systems and Related Software and Hardware Solutions. On June 6, 2025, Agreement #102924-SAM was awarded to Samsara for an initial term of four (4) years with the option to renew for three (3) additional one-year periods.

In the interest of continuity of services, Fleet Maintenance is requesting approval of the agreement with Samsara.

Agreement Value		
Initial Term	Upon execution - April 23, 2029	\$250,223.48 (\$83,563.16 first year, \$83,330.16 second & third years)
Renewal Term #1	April 24, 2029 - April 23, 2030	\$83,330.16



Renewal Term #2	April 24, 2030 - April 23, 2031	\$83,330.16
Final Renewal Term	April 24, 2031 - April 23, 2032	\$83,330.16
TOTAL		\$500,213.96

The City, at its sole discretion, reserves the right to terminate this agreement with or without cause immediately upon providing written notice to the contractor. Upon receipt of such notice, the contractor shall not incur any additional costs under the agreement. The City shall be liable only for reasonable costs incurred by the contractor prior to the date of the notice of termination. The City shall be the sole judge of "reasonable costs."

This motion is in accordance with the Code of Ordinances Chapter 36.02, Commission Approval Required; and Purchasing Policies and Procedures, Accessing Contracts from Other Government Agencies and Not-for-Profit Organizations.

**Attachments:**

1. Resolution No. 214-25
2. Agreement P2026-003
3. Exhibit A - Price Proposal
4. Exhibit B - Insurance Requirements
5. Legal Review Checklist
6. Sourcewell Agreement #102924-SAM
7. Sourcewell RFP #102924

**City Attorney Review:**

City Attorney recommends approval.

**Funding Source/Financial Impact:**

Funding is available from account number 501-43-000-549-41-13.

**Timing of Request:**

Timely approval is requested.