

| Agenda Item | cover sheet

for consideration by the Apex Town Council

Item Type: CONSENT AGENDA

Meeting Date: June 23, 2026

Item Details

Presenter(s): Bill Spare, Fleet Services Manager

Department(s): Public Works

Requested Motion

Motion to approve an Addendum to Renew a Master Subscription Agreement (MSA) between Rarestep, Inc. dba Fleetio and Town of Apex, for the Town's Fleet Management Information System (FMIS), an Assets Tracking Services, including an increase in fleet asset capacity from 700 to 800 assets and asset tracking capacity for up to 500 Police Department assets, effective for a two-year term beginning July 1, 2026 through June 30, 2028, at an annual cost of \$62,850, and to authorize the Town Manager, or their designee, to execute on behalf of the Town.

Approval Recommended?

Yes

Item Details

Fleet Services is requesting approval to renew its contract with Fleetio, the Town's Fleet Management Information System (FMIS), for an additional two-year term. Fleetio serves as the Town's centralized fleet management platform, housing vehicle and equipment maintenance records, operating costs, fuel expenditures, lifecycle data, and all Fleet Services work orders.

To support the Town's growing fleet, Fleet Services is requesting an increase from 700 to 800 fleet assets, providing capacity for approximately 100 additional assets and minimizing the need for future subscription increases. Additionally, the Police Department has requested the ability to track up to 500 departmental assets, including cameras, protective equipment, and other operational assets, requiring an increase in the software's asset tracking subscription level.

The proposed two-year agreement will cost \$62,850 annually and provides a 37.5% discount compared to annual pricing. This investment ensures continued access to a critical operational system while improving accountability, asset management, operational efficiency, and long-term lifecycle planning. Fleet Services intends to pursue future multi-year agreements if similar cost-saving opportunities remain available.

Attachments

- CN3-A1: Fleetio Order Form and Multi-Year Master Subscription Agreement (MSA) - Fleet Management Information System (FMIS) through June 30, 2028

