

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: ALAN ALTON, CHIEF FINANCIAL OFFICER, FINANCE
DEPARTMENT
BRANDALYN TRAMEL, PURCHASING AGENT, FINANCE
DEPARTMENT
TRACY VERA, BUYER, FINANCE DEPARTMENT
SUBJECT: THIRD AMENDMENT TO GENERAL SERVICES AGREEMENT
NUMBER F001818 WITH NICK BARBIERI TRUCKING, LLC, DBA
REDWOOD COAST FUELS

AGENDA ACTION: RESOLUTION

RECOMMENDATION

It is recommended by the Finance Department that the Council, by resolution, approve the Third Amendment to General Services Agreement Number F001818 with Nick Barbieri Trucking, LLC, dba Redwood Coast Fuels, Ukiah, California, for the delivery of fuels to various locations throughout the City to add funds and increase compensation by \$250,000, for a total amount not to exceed of \$745,000.

EXECUTIVE SUMMARY

The City has an ongoing need for regular bobtail fuel deliveries to various fire stations, Laguna Compost Facility, and Brown Farm. The current Agreement requires the addition of funds for regular needs as well as non-FEMA emergency response, such as PSPS.

BACKGROUND

On September 5, 2018, Invitation for Bid (IFB) 18-102 was opened by the Purchasing Agent on PlanetBids to solicit the purchase of fuels and their subsequent delivery at the various locations described within the bid.

On November 1, 2018, City Manager approved Agreement F001818 for an initial two-year term and estimated compensation not to exceed \$95,000. This Agreement allowed three (3) one-year renewal options.

PRIOR CITY COUNCIL REVIEW

On August 27, 2019, City Council approved the First Amendment to GSA F001818, increasing compensation by \$200,000.

On April 28, 2020, City Council approved the Second Amendment to GSA F001818, increasing compensation by \$200,000.

ANALYSIS

This agreement requires additional funding that will allow Departments to continue to place orders for deliveries as needed and for any future emergency response through the term of the agreement. As fuel requirements are difficult to forecast, based on the current spend averaging \$15,000 a month since the inception of the Agreement, the \$250,000 should be sufficient to carry the Agreement through the end of the term of October 31, 2023. There are no changes to the original contract pricing or scope of work.

Under the City's Code Purchasing Policy 3-08.110 (A) Award Authority, the Third Amendment requires approval by the City Council.

FISCAL IMPACT

Funds for this expense are included in Fiscal Year 2022-23 and will be included in the subsequent Fiscal Years as a normal operating expense when presented to the City Council.

ENVIRONMENTAL IMPACT

This action is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301, Existing Facilities. Specifically, the proposed project consists of the operation of existing public facilities involving negligible or no expansion of the existing use.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable

NOTIFICATION

Not applicable

ATTACHMENTS

- Resolution/Exhibit A - Third Amendment

CONTACTS

Alan Alton, 707-543-3093, aalton@srcity.org

Brandalyn Tramel, 707-543-3706, btramel@srcity.org

Tracy Vera, 707-543-3708, tvera@srcity.org