

CITY OF SANTA ROSA  
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL  
FROM: TRAVERS COLLINS, BATTALION CHIEF – TRAINING, FIRE  
DEPARTMENT  
BRANDALYN TRAMEL, PURCHASING AGENT, FINANCE  
DEPARTMENT  
AUTHOR, TRACY VERA, BUYER, FINANCE  
SUBJECT: SECOND AMENDMENT TO GENERAL SERVICES AGREEMENT  
NUMBER F001630 WITH SCOTT’S PPE RECON, INC.

AGENDA ACTION: RESOLUTION

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RECOMMENDATION

It is recommended by the Fire and Finance Departments that the Council, by resolution, approve the Second Amendment to General Services Agreement Number F001630 with Scott’s PPE Recon, Inc., Lodi, California for repair and maintenance of firefighter’s protective gear, including pants, coats, boots and gloves, for an additional two-year term and increase compensation in the amount of \$150,000 for a total not-to-exceed \$245,000.

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EXECUTIVE SUMMARY

The City of Santa Rosa Fire Department has a need for firefighter’s protective gear to be serviced annually, including advanced cleaning, as well as emergency decontamination or repairs as they arise.

BACKGROUND

On April 2, 2018, the Purchasing Agent approved General Services Agreement (GSA) number F001630 for a two-year term with an additional three (3) year extension option(s) in the amount of \$45,000 to Scott’s PPE Recon, Inc., Lodi, California.

On November 28, 2018, the City Manager approved a First Amendment to GSA number F001630 increasing compensation in the amount of \$50,000.

On January 6, 2020, the Purchasing Agent approved a one-year extension, via Extension Letter, with no increase in compensation.

The contractor has successfully provided repair and maintenance services to firefighter's protective gear and continues to provide satisfactory services.

PRIOR CITY COUNCIL REVIEW

Not applicable

ANALYSIS

Scott's PPE Recon, Inc. has agreed to extend the current Agreement with an average increase in unit cost of 0.53%, for an additional two-year period.

With approval of the Second Amendment, the cumulative amount of GSA number F001630 will be \$245,000.

Under the City's Contract/Purchase Order Modification Policy III-9, the Third Amendment requires approval by the City Council.

FISCAL IMPACT

Funds for this expense have been allocated in the Fiscal Year 2020-21 budget within the Fire Department's operating budget, and as a regular operating expenditure and will be included in subsequent years' budget requests when presented to the City Council.

ENVIRONMENTAL IMPACT

The proposed action is exempt from the provisions of the California Environmental Quality Act (CEQA) under CEQA Guidelines Sections 15061(b)(3) and 15378 in that there is no possibility that the implementation of this action may have significant effects on the environment, and that no further environmental review is required.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable

NOTIFICATION

Not applicable

ATTACHMENTS

Resolution/Exhibit A- Second Amendment

CONTACT

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