

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: DOUG WILLIAMS, FACILITIES MAINTENANCE
SUPERINTENDENT, TRANSPORTATION AND PUBLIC WORKS
DEPARTMENT
BRANDALYN TRAMEL, PURCHASING AGENT, FINANCE
DEPARTMENT
AUTHOR JENNIFER MYLES, SENIOR BUYER, FINANCE
SUBJECT: APPROVAL OF FOURTH AMENDMENT TO GENERAL
SERVICES AGREEMENT F001438 ADS-MYERS, INC.

AGENDA ACTION: RESOLUTION

RECOMMENDATION

It is recommended by the Transportation and Public Works and Finance Department that the Council, by resolution, approve the Fourth Amendment to General Services Agreement Number F001438 with ADS-Myers, Inc., Gardenville, Nevada, to increase compensation by \$28,343.46, for a not to exceed a total amount of \$2,509,957.44 which includes a \$100,000 contingency, for janitorial services to the Portland Loo located outside of City Hall Annex.

EXECUTIVE SUMMARY

Transportation and Public Works submitted a request to Purchasing to add janitorial services to the Portland Loo located outside of City Hall Annex.

BACKGROUND

On June 25, 2019, City Council approved issuance of Purchase Order 159531 for the purchase of the Portland Loo with Madden Industrial Craftsmen Inc. The Portland Loo was installed on September 3, 2020.

PRIOR CITY COUNCIL REVIEW

Contract Award on June 20, 2017.

ANALYSIS

Transportation and Public Works received a proposal from ADS-Myers, Inc. to add janitorial service to the newly installed Portland Loo. The review of the proposal is within service parameters and costs associated to City wide services currently being provided to the City under this agreement.

On June 20, 2017, the City Council awarded General Services Agreement F001438 for a five-year term with one (1) five-year extension option in the amount of \$2,305,041 with a \$100,000 contingency. See contract history in the chart below:

| <u>Award/Amendment</u> | <u>Date</u> | <u>Description</u> | <u>Amount</u> | <u>Authorization</u> |
|--|-------------------|--|--|----------------------|
| Contract Award | June 20, 2017 | Five Year Agreement | \$2,405,040.40 which includes \$100,000 contingency | Council |
| First Amendment | September 6, 2018 | Add services and increase compensation | \$64,161.21 | CM Award |
| Second Amendment | April 1, 2019 | Change Scope of Work | N/A | Purchasing Agent |
| Third Amendment | October 14, 2020 | Add services and increase compensation | \$12,412.37 | CM Award |
| Fourth Amendment | Pending | Add services and increase compensation | \$28,343.46 | Council Award |
| Total Cumulative Contract Value Pending | | | \$2,509,957.44 which includes \$100,000 Contingency | |

Under the City's Purchasing Policy, City Code 3-08-110(A) Award Authority, this modification requires approval by the City Council.

FISCAL IMPACT

Funds for this expense are included in the Fiscal Year 2020-21 adopted budget within account number 310715. As a regular operating expenditure, the services as described are expected to be included in subsequent years' budget proposals when presented to the City Council.

ENVIRONMENTAL IMPACT

The Council finds that the proposed action is exempt from the provisions of the California Environmental Quality Act (CEQA) under section 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 - Fourth Amendment to General Services Agreement

CONTACT

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