

CITY OF SANTA ROSA
BOARD OF PUBLIC UTILITIES

TO: CHAIR AND BOARD MEMBERS
FROM: TRACY VERA, BUYER, FINANCE DEPARTMENT
SUBJECT: SECOND AMENDMENT TO GENERAL SERVICES AGREEMENT
F002599 – SANTA ROSA WATER JANITORIAL SERVICES

AGENDA ACTION: MOTION

RECOMMENDATION

Santa Rosa Water and the Finance Department recommend that the Board, by motion, approve the Second Amendment to General Services Agreement F002599 for a one-year extension and an increase in compensation of \$185,887.64, for a cumulative total amount not to exceed \$562,728.92.

EXECUTIVE SUMMARY

Janitorial services are required for various Santa Rosa Water facilities including the Laguna Treatment Plant, Utilities Field Operation buildings, Compost offices, and various pump stations.

BACKGROUND

On January 20, 2023, Purchasing posted Invitation for Bid (IFB) 23-05 for Santa Rosa Water Janitorial Services, which resulted in an award of General Service Agreement number (GSA) F002599 to James Furuli Investment Co. Inc., dba Environmental Dynamics, that expires on April 20, 2025.

PRIOR BOARD OF PUBLIC UTILITIES REVIEW

On April 20, 2023, the Board of Public Utilities approved GSA F002599, for two years with three one-year extension options with James Furuli Investment Co. Inc., dba Environmental Dynamics, Petaluma, CA, in the amount of \$356,961.28, with a \$10,000 contingency for miscellaneous services.

ANALYSIS

James Furuli Investment Co. Inc., dba Environmental Dynamics, has submitted an extension proposal with no increase in unit cost for regularly scheduled services. There

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is an 8.18% increase in the hourly rate for any miscellaneous cleaning services that are outside of the original scope of work; this increase is reflective of the California Department of Industrial Relations (DIR) Prevailing Wage increases from 2023-2025.

See Agreement history below:

<u>Date</u>	<u>Description</u>	<u>Amount</u>	<u>Authorization</u>
April 20, 2023	Award of two-year GSA	\$366,961.28	Board of Public Utilities
November 6, 2023	Add location and increase compensation	\$9,880.00	Purchasing Agent
Pending	One-year extension and increase compensation	\$185,887.64	Board of Public Utilities
Cumulative Contract Value		\$562,728.92	

City staff deems the increase to the hourly rate to be reasonable and in the City's best interest to extend the Agreement for one year. James Furuli Investment Co. Inc., dba Environmental Dynamics continues to provide satisfactory janitorial services.

Under the City's Contract/Purchase City Code 3-08-110(A) Award Authority, this amendment requires approval by the Board of Public Utilities.

FISCAL IMPACT

Funds for this operational expense have been allocated in the fiscal year 2024-25 budget of various Santa Rosa Water Operational Key numbers and will be allocated in subsequent years when approved by Council. Approval of this action does not have a fiscal impact on the General Fund.

ENVIRONMENTAL IMPACT

The Board finds that pursuant to CEQA Guidelines Section 15378, the proposed action is not a "project" subject to the California Environmental Quality Act (CEQA) because it does not have a potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment. In the alternative, the proposed action is exempt from CEQA pursuant to CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the project may have a significant effect on the environment.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

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NOTIFICATION

Not applicable.

ATTACHMENTS

- Exhibit A (Draft Second Amendment to GSA F002599)

PRESENTER

Nick Harvey, Deputy Director - Administration