

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: ALAN ALTON, ACTING CHIEF FINANCIAL OFFICER, FINANCE
DEPARTMENT
BRANDALYN TRAMEL, PURCHASING AGENT, FINANCE
DEPARTMENT
SUBJECT: CONTRACT EXTENSION – SIXTH AMENDMENT TO F001077
APPLIED PEST MANAGEMENT, INC.

AGENDA ACTION: RESOLUTION

RECOMMENDATION

It is recommended by the Finance Department that the Council, by resolution, approve a Sixth Amendment to Agreement F001077 for a one year contract extension for pest management services with Applied Pest Management Inc., Vallejo, CA to add services and increase compensation by \$34,940.00, for a total amount not to exceed \$121,035.00.

EXECUTIVE SUMMARY

Pest management services are required throughout various City of Santa Rosa locations, and the current contract expired on January 31, 2018.

BACKGROUND

On February 1, 2016, City Manager awarded a Contract #F001077 for a two-year term with three one-year extension options for pest management services. This is the first one-year extension request.

These services are to be performance in building and/or at sites as defined by the City, occupied or unoccupied, including, but not limited to; basements, crawl spaces, offices, storage areas/rooms, closets, baseboards, plumbing and heating pipes, shelves, elevators, dumb waiters, and surrounding pits, wall/enclosures, kitchen, dining room, cafeteria, food preparation and storage areas, loading platforms, refuse, containers and surrounding storage areas, dorms, bedrooms, cells, offices, lavatory and shower areas hallways and lounge areas.

All pest control services are required to be performed in accordance with Federal, State, and Local rules and regulations presently established or rules which may be established during the term of this contract. Any and all chemical product(s) used must be approved

for its intended use, and applied in a manner consistent with regulations established by the State of California Cal/OSHA. Service will be provided in accordance with the prevailing hourly rate of wages for this locality as determined by the California Department of Industrial Relations Labor Code sections 1770 et seq.

PRIOR CITY COUNCIL REVIEW

N/A

ANALYSIS

During the term of the Agreement, the vendor has provided scheduled pest control services at sites throughout the City. Within the Sixth Amendment the following additions have been made to the scope of work:

- Increased frequency of services at sub-regional sites.
- Added City Hall complex to the sites to be serviced.
- Identified potential need and City expectations for the safe and humane relocation of honeybees.

The Sixth Amendment will include all periodic services identified within the original Agreement through the Fifth amendment. The cost for the additional services included within the Sixth Amendment is \$2640.00. Any services identified within the scope of work “as needed” will be billable at listed hourly rates and shall not exceed a total cost of \$5000 during the term of this contract within additional approval from Council. This cost is already encompassed within the overall compensation increase.

During the term of the agreement, the vendor has provided satisfactory pest management services at sites throughout the City.

The City and Applied Pest management, Inc., entered into an agreement on February 1, 2016, awarded by City Manager. See contract activity chart below:

<u>Award/Amendment</u>	<u>Date</u>	<u>Description</u>	<u>Amount</u>	<u>Authorization</u>
Contract Award	February 1, 2016	2-Yr Contract	\$79,660.00	City Manager
First Amendment	May 3, 2016	Add services and compensation	\$650.00	City Manager
Second Amendment	June 17, 2016	Add services and compensation	\$770.00	City Manager

CONTRACT EXTENSION – SIXTH AMENDMENT TO F001077

PAGE 3 OF 4

Third Amendment	August 4, 2016	Add services and compensation	\$3,935.00	City Manager
Fourth Amendment	November 29, 2016	Add services and compensation	\$240.00	City Manager
Fifth Amendment	January 19, 2017	Add services and compensation	\$840.00	City Manager
Sixth Amendment	Pending	1-Yr Contract Extension	\$34,940.00	City Council
Cumulative Contract Value			\$121,035.00	

With approval of the Sixth Amendment, the cumulative value of the Contract #F001077 will be \$121,035.00. Under the City's Contract/Purchase Order Modification Policy III-9, the Sixth Amendment requires approval by the City Council.

FISCAL IMPACT

Funds for this expense are included in the fiscal year 2018-19 proposed budget within the departments that utilize the service. As a regular operating expenditure, the services are expected to be included in subsequent years' budget proposals when presented to the City Council.

ENVIRONMENTAL IMPACT

This action is exempt from the California Environmental Quality Act (CEQA) because it is not a project which has a potential for resulting in either a direct physical change in the environment or a foreseeable indirect physical change in the environment pursuant to CEQA guideline section 15378.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable

NOTIFICATION

Not applicable

ATTACHMENTS

- Resolution/Exhibit A - Sixth Amendment

CONTACT

Alan Alton, Acting Chief Financial Officer – Finance Department, 707-543-3093,
aalton@srcity.org

Brandalyn Tramel, Purchasing Agent – Finance Department, 707-543-3706,
btramel@srcity.org

Sean Hermes, Buyer – Finance Department, 707-543-3708, shermes@srcity.org