

CITY OF SANTA ROSA  
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL  
FROM: CHUCK MCBRIDE, CHIEF FINANCIAL OFFICER, FINANCE  
DEPARTMENT

SUBJECT: FIRST AMENDMENT TO GENERAL SERVICES AGREEMENT  
WITH ENVIRONMENTAL LOGISTICS, INC.

AGENDA ACTION: RESOLUTION

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RECOMMENDATION

It is recommended by the Finance Department, that the Council, by resolution, approve the First Amendment to General Services Agreement Number F001746 for the collection, transport, treatment, proper disposal and recycling of hazardous materials and waste management services with Environmental Logistics, Inc., Hayward, California, increasing compensation by \$200,000, for a total amount not to exceed \$297,000.

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EXECUTIVE SUMMARY

Hazardous waste and materials management services are required throughout various departments and within the City of Santa Rosa boundaries. Services include routine hazardous materials collection, transport, treatment, proper disposal and recycling of hazardous materials and waste management services, both routine and emergent. The current agreement requires the addition of funds.

BACKGROUND

On April 20, 2018 City of Santa Rosa Purchasing staff conducted a formal Request for Proposals (RFP) 18-52 to award a contract for hazardous materials services as required by various City Departments. After a thorough review of submitted proposals, analysis of capabilities and experience of vendors, review of quality of services to be provided, reference checks, review of costs and vendor presentations, the Evaluation Panel selected Environmental Logistics, Inc. and General Services Agreement Number F001746 (GSA) was approved by the City Manager.

These services included routine hazardous material, recyclable waste collection, disposal services, non-FEMA emergency incident response, and FEMA compliant emergency incidence response to clean up and/or dispose of hazardous materials contamination

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within the Santa Rosa city boundaries. Hazardous materials services are requested by the Police Department Environmental Crimes Division, the Fire Department, the Transportation and Public Works Department Street Maintenance Division, and the Water Department Maintenance and Environmental Services Divisions.

Examples of routine services for disposal of hazardous materials include but are not limited to:

- aqueous solvent washer services for the Fleet Maintenance Garage
- disposal bins for oil contaminated waste
- asbestos pipe
- grease sump pumping

Emergency services are typically requested by the Police Department Environmental Crimes Unit and the Fire Department in response to a hazardous materials incident that is a threat to public health and safety and require immediate response.

### PRIOR CITY COUNCIL REVIEW

Not Applicable

### ANALYSIS

GSA F001746 was approved at an estimated funding level of \$97,000 which well exceeded historical annual spend levels for these services. Unbeknownst to Purchasing, there were several large-scale clean-up and disposal projects required by the Water Department that have exhausted all previous approved funds. There are no changes to original contract pricing or scope of work.

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

### FISCAL IMPACT

Funds for this expense have been appropriated in the Fiscal Year 2018-19 budget within various departments, and as a regular expenditure, will be included in subsequent years' budget requests when presented to 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 reasonably 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 – First Amendment to General Services Agreement Number F001746 with Environmental Logistics Inc.

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