

CITY OF SANTA ROSA  
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL  
FROM: DAN HENNESSEY, TRANSPORTATION AND PUBLIC WORKS  
DIRECTOR  
SUBJECT: APPROVAL OF THIRD AMENDMENT TO BLANKET PURCHASE  
ORDER NUMBER 168879 WITH ANIMAL DAMAGE  
MANAGEMENT, INC.

AGENDA ACTION: MOTION

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RECOMMENDATION

The Transportation and Public Works Department and Finance Department recommend that the Council, by motion, approve the Third Amendment to Blanket Purchase Order Number 168879 with Animal Damage Management, Inc., Morgan Hill, California to extend the term and increase compensation in the amount of \$35,000, for a total contract not to exceed \$135,000, and authorize the Purchasing Agent to make non-substantive changes to the Agreement, subject to approval by the City Attorney, and execute the Amendment. This item has no impact on current fiscal year budget.

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EXECUTIVE SUMMARY

The City has a need for vermin control services in City parks and properties. The original Blanket Purchase Order was awarded for a one-year term with three (3) one-year renewal options.

The Park Maintenance Section within the Transportation and Public Works Department utilizes vermin control for the safety of our sports fields, to maintain our infrastructure and erosion-control of our dams, and to protect the long-term investments of our parks and usability to the community.

This item relates to Council Goal #5 core service and ongoing need for vermin control services.

BACKGROUND/PRIOR COUNCIL REVIEW

On February 27, 2023, the Purchasing Agent approved award of Blanket Purchase Order Number 168879 with Animal Damage Management in the amount of \$50,000.

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168879 WITH ANIMAL DAMAGE MANAGEMENT  
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On December 7, 2023, the Purchasing Agent approved the First Amendment to extend the term with no increase in pricing or compensation.

On December 11, 2024, the City Manager approved the Second Amendment to extend the term and increase compensation in the amount of \$50,000.

ANALYSIS

- Blanket Purchase Order Number 168879 expires on February 28, 2026, this will be the last one-year extension option.
- Animal Damage Management has provided the City with an extension proposal with no increase in pricing.
- Staff intends to competitively bid for services next year.

FISCAL IMPACT

Approval of this action does not have a fiscal impact on the General Fund.

ENVIRONMENTAL IMPACT

Pursuant to CEQA Guidelines Section 15378, the recommended 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 recommended 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 recommended action may have a significant effect on the environment.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

NOTIFICATION

Not applicable.

ATTACHMENTS

Not applicable.

PRESENTERS

James Castro, Parks Superintendent  
Jennifer Myles, Purchasing Agent