

CITY OF SANTA ROSA  
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL  
FROM: ALAN ALTON, DEPUTY DIRECTOR, INTERIM CFO, FINANCE  
DEPARTMENT  
BRANDALYN TRAMEL, PURCHASING AGENT, FINANCE  
DEPARTMENT  
SUBJECT: SECOND AMENDMENT TO GENERAL SERVICES AGREEMENT  
WITH NICK BARBIERI TRUCKING, LLC, DBA REDWOOD  
COAST FUELS

AGENDA ACTION: RESOLUTION

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RECOMMENDATION

It is recommended by the Finance Department that the Council, by resolution, approve the Second Amendment to General Services Agreement Number F001818 with Nick Barbieri Trucking, LLC, dba Redwood Coast Fuels, Ukiah, California for the purchase and delivery of fuels to various locations throughout the City and to increase compensation by \$200,000 for a total amount not to exceed of \$495,000, with the increase due to unexpected PSPS and Kincade Fire fuel usage, that went above our historic monthly burn rate for fuel usage.

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EXECUTIVE SUMMARY

The City has an ongoing need for regular bobtail fuel deliveries to various fire stations, Laguna Compost Facility and Brown Farm. The current Agreement requires the addition of funds as the original estimated funding amount has been depleted due to increased needs during PSPS and emergency response to the Kincade Fire.

BACKGROUND

On September 5, 2018, Invitation for Bid (IFB) 18-102, was opened by the Purchasing Agent on PlanetBids to solicit the purchase of fuels and their subsequent delivery at the various locations described within the bid. Bid documents with all terms, conditions and work specifications were subject to review by the Finance Internal Audit Unit in advance to the opening of the solicitation, and were found to be suitable, containing improved fuels management practices to be provided by the Vendor. On November 1, 2018, City Manager approved Agreement F001818 for an initial two-year term and estimated

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compensation not to exceed \$95,000. This Agreement allowed three (3), one-year renewal options.

PRIOR CITY COUNCIL REVIEW

On August 27, 2019, City Council approved the First Amendment to GSA F001818 increasing compensation by \$200,000.

ANALYSIS

GSA F001818 was approved at an estimated funding level of \$95,000 which met historical annual spend levels for these services. Due to increased emergency needs during multiple PSPS and fire activity, there was a marked increase in fuel needs. Increasing the compensation allows for funding to be in place to execute orders and delivery as needed and will allow for any future emergency response. As fuel requirements are difficult to forecast, based on the current spend averaging \$15,000 a month since the inception of the Agreement, the \$200,000 should be sufficient to carry the agreement through the initial two year term of October 31, 2020. There are no changes to the original contract pricing or scope of work.

Under the City's Code Purchasing Policy 3-08.110 (A) Award Authority, the Second Amendment requires approval by the City Council.

FISCAL IMPACT

Funds for this expense are included in Fiscal Year 2019-20 and will be included in the subsequent Fiscal Years as a normal operating expense when presented to the City Council.

ENVIRONMENTAL IMPACT

This action is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301, Existing Facilities. Specifically, the proposed project consists of the operation of existing public facilities involving negligible or no expansion of the existing use.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable

NOTIFICATION

Not applicable

ATTACHMENTS

- Resolution/Exhibit A - Second Amendment

CONTACT

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