

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: SEAN WALL, RECORDS SUPERVISOR
POLICE DEPARTMENT
BRANDALYN TRAMEL, PURCHASING AGENT
TRACY VERA, BUYER
FINANCE DEPARTMENT
SUBJECT: THIRD AMENDMENT – GENERAL SERVICES AGREEMENT
F001636 FOR AMMUNITION DISPOSAL FOR POLICE
DEPARTMENT

AGENDA ACTION: RESOLUTION

RECOMMENDATION

It is recommended by the Police and Finance Departments that the Council, by resolution, approve a Third Amendment to General Services Agreement Number F001636 with Clean Harbors Environmental Services, Inc., Norwell, Massachusetts, to extend the Agreement for an additional one-year period and increase compensation in the amount of \$40,000, for a total cumulative amount not to exceed \$125,000.

EXECUTIVE SUMMARY

This Agreement provides ammunition disposal for the Police Department. The current Agreement expires on March 27, 2022. Clean Harbors Environmental Services, Inc. continues to provide satisfactory services.

BACKGROUND

The Agreement provides packaging, loading, transportation, and proper disposal of ammunition accumulated by the Police Department to an approved disposal facility. All work performed under the Agreement is in accordance with all applicable, relevant, and appropriate Federal, State and Local laws and regulations, as well as City of Santa Rosa guidance and disposal facility requirements.

On March 27, 2018, the City Purchasing Agent approved General Service Agreement (GSA) F001636 for ammunition disposal service as may be needed for the Santa Rosa Police Department to Clean Harbors Environmental Services, Inc., Norwell,

APPROVAL OF THIRD AMENDMENT TO GENERAL SERVICES AGREEMENT
 F001636 WITH CLEAN HARBORS ENVIRONMENTAL SERVICE
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Massachusetts. The original Agreement was for a two-year term with three (3) one-year extensions.

See contract history in the chart below:

<u>Award/Amendment</u>	<u>Date</u>	<u>Description</u>	<u>Amount</u>	<u>Authorization</u>
Contract Award	March 27, 2018	Two-year Contract	\$45,000	Purchasing Agent
First Amendment	May 12, 2020	Extend one-year and increase compensation	\$15,000	City Manager
Second Amendment	May 3, 2021	Extend one-year and increase compensation	\$25,000	City Manager
Third Amendment	Pending	Extend one-year and increase compensation	\$40,000	City Council
Total Cumulative Contract Value Pending			\$125,000	

PRIOR CITY COUNCIL REVIEW

Not applicable

ANALYSIS

Clean Harbors Environmental Services, Inc. has agreed to extend the current Agreement with a 12% increase in unit pricing for an additional one-year period. The current Consumer Price Index (CPI) CUURS49BSA0 for San Francisco/Oakland/San Jose indicates a 12.26% increase from February 2018 to December 2021. This is the first price increase since the Agreement began on March 27, 2018. Based on the current CPI data, City staff concludes that it is in the City's best interest to extend the contract with Clean Harbors Environmental Services, Inc.

With the approval of the Third Amendment extending the term for an additional one year in the amount of \$40,000, the cumulative amount of GSA number F001636 will be \$125,000.

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

FISCAL IMPACT

Funds for this expense are included in the Fiscal Year 2021-22 adopted budget within the Police Department as a regular operating expenditure and are expected to be included in subsequent years' budget proposals when presented to the City Council. There is no impact to the General Fund.

ENVIRONMENTAL IMPACT

The proposed action is exempt from the provisions of the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15061(b)(3) and 15378 in that there is no possibility that the implementation of this action may have significant effects on the environment, and that no further environmental review is required.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable

NOTIFICATION

Not applicable

ATTACHMENTS

- Resolution / Exhibit A (Third Amendment to GSA F001636)

CONTACT

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