

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: ALAN ALTON, CHIEF FINANCIAL OFFICER, FINANCE
DEPARTMENT
SUBJECT: AMENDMENT TO BLANKET PURCHASE ORDER 164049 TO
INCREASE COMPENSATION WITH JET MULCH, INC.

AGENDA ACTION: RESOLUTION

RECOMMENDATION

It is recommended by the Recreation and Parks (RP) and Finance Departments that the Council, by resolution, approve an amendment to Blanket Purchase Order 164049 to add funds and increase compensation in the amount of \$44,000 for ASTM Certified Engineered Wood Fiber product supply and installation with Jet Mulch, Inc., Soquel, California, for a total amount not to exceed \$113,997.75.

EXECUTIVE SUMMARY

The RP Department has a need for Engineered Wood Fiber (EWF) product and installation as needed for eight (8) City parks within the City of Santa Rosa. The current BPO does not have enough funds to last through the term of March 10, 2025.

BACKGROUND

On March 10, 2021, the Purchasing Agent (PA) approved a bid award for a three-year BPO with two (2) one-year renewal options for ASTM Certified (ASTM) EWF supply at various City parks for a not to exceed amount of \$15,000.

On June 13, 2022, the PA approved amending the Blanket Purchase Order (BPO) to add funds of \$32,062.75, for a total not to exceed amount of \$47,062.75.

On November 8, 2023, the PA approved amending the BPO to add \$2,935, for a total not to exceed \$49,997.75.

On March 12, 2024, the City Manager (CM) approved the first extension of the BPO to extend the term by one year and to add \$20,000 in funds, for a total not to exceed amount of \$69,997.75.

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ASTM EWF product and installation is provided as needed for eight (8) City parks within the City of Santa Rosa. The ASTM EWF is to be applied over the top of the existing product. EWF products must meet ASTM F2025 standards. Installation of EWF is blown into the playground area not to cause damage to surrounding sidewalks, turf, playground equipment or any other park amenity between the street staging area and installation areas.

PRIOR CITY COUNCIL REVIEW

Not applicable.

ANALYSIS

Parks Maintenance (PM) did not anticipate the past two years of high rainfall, which led to more rapid decomposition of wood fiber used for public safety in our playgrounds. Several City parks required urgent refilling of fiber mulch this Summer around the children's play areas to increase fall protection and help prevent injuries. The increase in funds will cover estimated costs through the end of the first amendment. There is no request to extend the BPO at this time. The contract expires March 10, 2025.

FISCAL IMPACT

Funds for this operational expense have been appropriated in FY 2024-25 within various department's operating budgets and as a regular operating expenditure, will be included in subsequent years' budget requests when presented to the City Council.

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

ENVIRONMENTAL IMPACT

This action is exempt from the provisions of the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15301, which exempts the operation, repair or maintenance of existing public facilities involving negligible or no expansion of existing use, as this action is for the repair and maintenance of existing City parks.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

NOTIFICATION

Not applicable.

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ATTACHMENTS

- Resolution

PRESENTER

Jen Santos, Deputy Director Parks