

CITY OF SANTA ROSA  
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL  
FROM: JEREMY GUNDY, DEPUTY DIRECTOR FIELD SERVICES,  
TRANSPORTATION AND PUBLIC WORKS DEPARTMENT  
SUBJECT: APPROVAL OF AMENDMENT TO BLANKET PURCHASE  
ORDER 164204A TO EXTEND THE TERM AND INCREASE  
COMPENSATION WITH GEOTAB USA, INC.

AGENDA ACTION: RESOLUTION

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RECOMMENDATION

It is recommended by the Transportation and Public Works and Finance Departments that the Council, by resolution, approve an amendment to Blanket Purchase Order 164204A for a one-year extension for vehicle telematic equipment and data support services under the Department of General Services Cooperative Contract 1-19-58-69 with Geotab USA, Inc., Las Vegas, Nevada, with an increase in compensation in the amount of \$150,000, for a total cumulative amount not to exceed \$750,000.

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EXECUTIVE SUMMARY

The Transportation and Public Works Department (TPW) requests to extend Blanket Purchase Order (BPO) 164204A for a one-year period for the purchase of vehicle telematic systems (VTS), equipment, and data support. The BPO is set to expire on June 17, 2025, and needs additional compensation.

BACKGROUND

TPW has a need for the ongoing purchase of VTS and components, and vehicle monitoring services.

A VTS device communicates with a vehicle or equipment system to record utilization and performance of City of Santa Rosa vehicles and equipment. TPW Fleet Division has installed approximately 900 VTS devices to date, providing vehicle location information, trip history, emissions compliance, and performance information. The collected information can be used to manage operations, including dispatching during emergencies, validating equipment usage, managing maintenance programs, analyzing vehicle electrification compatibility, and ensuring compliance with regulatory agencies, such as the Bureau of Automotive Repair's Continuous Emissions Testing Program.

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The Geotab VTS updates in one (1) second intervals and the stored records are available immediately for up to one (1) year after capture.

On March 23, 2021, City Council, by resolution, approved a one-year BPO with seven (7) one-year extensions with Geotab USA, Inc., Las Vegas, Nevada in the amount of \$250,000 for the purchase of Geotab VTS and components for fleet vehicles, utilizing the Department of General Services (DGS) Cooperative Contract Number 1-19-58-69.

PRIOR CITY COUNCIL REVIEW

On March 23, 2021, City Council approved a one-year blanket purchase order with seven, one-year extension to Geotab USA, Inc. in the amount of \$250,000.

On June 6, 2023, City Council approved a one-year extension increase in compensation, in the amount of \$175,000.

On June 4, 2024, City Council approved a one-year extension increase in compensation, in the amount of \$175,000.

ANALYSIS

Transportation and Public Works staff recommends that Council authorize an additional \$150,000 in funds to Blanket Purchase Order 164204A, for a not to exceed amount of \$750,000. The City has utilized, and intends to continue to utilize, a cooperative agreement approach to purchasing and utilizing the Department of Goods and Services Contract Number 1-19-58-69 which remains valid through June 17, 2026. The vehicle location information, trip history, emissions compliance, and performance information are part of our Fleet analysis system, which provides information about necessary maintenance and replacement of vehicles. The usage information also provides data about the potential sunsetting of vehicles, allowing for an objective discussion about their value to the City. The Fleet Division estimates that the data provided from this contract offers the City more than \$1,000,000 of savings each year through improved decision-making on vehicle replacements and other on-going maintenance needs.

FISCAL IMPACT

Funds for this expense are included in the Fiscal Year 2024-25 of 300108 adopted budget within the TPW as a regular operating expenditure and is expected to be included in subsequent years budget proposals when presented to the City Council. Approval of this action does not have a fiscal impact on the General Fund.

ENVIRONMENTAL IMPACT

The Council finds that pursuant to CEQA Guidelines Section 15378, the proposed

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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 proposed 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 project may have a significant effect on the environment.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

NOTIFICATION

Not applicable.

ATTACHMENTS

- Resolution

PRESENTER

Zac Brand, Fleet Superintendent