

CITY OF SANTA ROSA  
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL  
FROM: ALAN ALTON, CHIEF FINANCIAL OFFICER  
SUBJECT: FIRST AMENDMENT TO BLANKET PURCHASE ORDER  
NUMBER 169623 WITH ENVIRONMENTAL LOGISTICS, INC.

AGENDA ACTION: RESOLUTION

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RECOMMENDATION

It is recommended by the Finance Department that the Council, by resolution, approve the First Amendment to Blanket Purchase Order Number 169623 for a one-year extension and increase compensation by \$200,000 for the collection, transport, treatment, proper disposal and recycling of hazardous materials and waste management services with Environmental Logistics, Inc., Hayward, California, for a total not to exceed amount of \$299,000.

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EXECUTIVE SUMMARY

Recurring hazardous waste and materials management services are required throughout various departments and within the boundaries of the City of Santa Rosa. Services include hazardous materials collection, transport, treatment, proper disposal and recycling of hazardous materials, and waste management services.

BACKGROUND

On May 10, 2023, City of Santa Rosa Purchasing staff conducted Request for Quotes (RFQ) 23-35 to award a Blanket Purchase Order (BPO) for hazardous materials services as required by various City Departments. RFQ 23-35 closed on June 1, 2023, and of the twenty-one (21) prospective bidders, four (4) bids were received, and Environmental Logistics, Inc. was identified as the lowest responsive bidder.

On June 14, 2023, a one-year BPO with four (4) one-year extension options was awarded by the City Manager in the amount not to exceed \$99,000.

PRIOR CITY COUNCIL REVIEW

Not applicable.

### ANALYSIS

These services included routine hazardous material, recyclable waste collection, and disposal services within the Santa Rosa city boundaries. Hazardous materials services are requested by the Police Department (SRPD) and Fire Department (SRFD), the Transportation and Public Works (TPW) Street Maintenance Division and Garage, and the Water Department Maintenance and Environmental Services Divisions.

Examples of routine services for disposal of hazardous materials include but are not limited to:

- disposal bins for contaminated waste
- disposal of oil filters
- disposal of anti-freeze
- hazardous waste from the Laguna Treatment Plant

Environmental Logistics, Inc. has agreed to a one-year extension with an average 13% increase in unit cost. Environmental Logistics, Inc. has advised the City that the increase is due to the significantly increased cost of metal and poly drums.

Under the City's Purchasing Policy, City Code 3-08-110(A) Award Authority, this modification requires approval by the City Council.

### FISCAL IMPACT

Funds for this expense have been appropriated in the Fiscal Year 2023-24 budget within various departments, and as a regular expenditure, will be included in subsequent years budget requests when presented to Council.

### ENVIRONMENTAL IMPACT

This 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 no further environmental review is required.

### BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

### NOTIFICATION

Not applicable.

### ATTACHMENTS

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PRESENTER

Brandalyn Tramel, Purchasing Agent