

CITY OF SANTA ROSA
CITY COUNCIL

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

AGENDA ACTION: MOTION

RECOMMENDATION

The Transportation and Public Works Department recommends that the Council, by motion, approve the Fourth Amendment to Blanket Purchase Order (BPO) 164204A with Geotab USA, Inc., Atlanta, Georgia to extend the term and increase compensation in the amount of \$200,000, for a total not to exceed \$950,000, and authorize the Purchasing Agent to make non-substantive changes to the BPO, and execute the Amendment. This item has no impact on current fiscal year budget.

EXECUTIVE SUMMARY

The Transportation and Public Works Department has an ongoing need to purchase vehicle telematic systems (VTS), related components, and vehicle monitoring services. The proposed Fourth Amendment would extend the BPO term and increase compensation by \$200,000, for a total amount not to exceed \$950,000.

GOAL

This item supports the City's core services by maintaining vehicle and equipment metric data used to manage Fleet activity, report vehicle and equipment use, document emissions compliance, schedule preventive maintenance and regulatory work, and dispatch maintenance services.

BACKGROUND/PRIOR COUNCIL REVIEW

On March 23, 2021, Council approved a one-year blanket purchase order with seven (7) one-year extension options to Geotab USA, Inc., 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.

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

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

On May 13, 2025, Council approved a one-year extension and increase in compensation in the amount of \$150,000.

Approval of the Fourth Amendment would extend the BPO for one additional year, through June 17, 2027, and increase compensation by \$200,000. Four one-year extension options would remain available.

ANALYSIS

- BPO 164204A expires on June 17, 2026.
- There are four (4) one-year extension options remaining.
- There is no increase to pricing terms.

FISCAL IMPACT

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

ENVIRONMENTAL IMPACT

Pursuant to CEQA Guidelines Section 15378, the recommended action is not a “project” subject to the California Environmental Quality Act (CEQA) because it does not have the 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 recommended 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 recommended action may have a significant effect on the environment.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

NOTIFICATION

Not applicable.

ATTACHMENTS

None.

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PRESENTER(S)

Zac Brand, Fleet Superintendent