

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: SCOTT WAGNER, ACTING CHIEF FINANCIAL OFFICER
SUBJECT: APPROVAL OF FIRST AMENDMENT TO BLANKET PURCHASE
ORDER 170786 WITH FIRST ALARM

AGENDA ACTION: MOTION

RECOMMENDATION

The Finance Department recommends that the Council, by motion, approve the First Amendment to Blanket Purchase Order (BPO) Number 170786 with First Alarm, Aptos, California to extend the term one year and increase compensation in the amount of \$67,697.48, for a total BPO amount not to exceed \$166,697.48 and authorize the Purchasing Agent to make non-substantive changes to the BPO, and execute the First Amendment. This item has no impact on current fiscal year budget.

EXECUTIVE SUMMARY

The City has a need for 24/7 monitoring and repair of intrusion and fire alarm systems. This request will extend BPO 170786 by one year and increase compensation in the amount of \$67,697.48, for a BPO total not to exceed amount of \$166,697.48.

GOAL

This item relates to Council core service and various City departments have an ongoing need for 24/7 monitoring and repair of intrusion and fire alarm systems to protect City facilities.

BACKGROUND/PRIOR COUNCIL REVIEW

On September 7, 2023, Request for Quotes (RFQ) 23-50 was opened by the Buyer for alarm monitoring and repair service.

On September 29, 2023, the Assistant City Manager approved a two-year Blanket Purchase Order, with three (3) one-year extension options, for a not to exceed amount of \$99,000.

ANALYSIS

- BPO 170786 expires on November 30, 2025, and has three (3) one-year extension options available.
- First Alarm has provided the City with an extension proposal that reflects a cost increase of 2.5% for monitoring service based on the Consumer Price Index (CPI).
- There is no increase in the hourly rate for miscellaneous repair services.
- CPI data from October 2023 to August 2025 reflects a 4.91% increase (Consumer Price Index for All Urban Consumers, Series ID: CUURS49BSA0 Title: All items in San Francisco-Oakland-Hayward, CA).
- City staff also completed market research and found that the proposal from First Alarm is below the current market rates of their competitors, is considered fair and reasonable, and it is in the best interest of the City to extend the BPO.

FISCAL IMPACT

This item has no impact on the FY 2025-2026 budget within various departments, which will meet the requirement for appropriations as previously approved by Council. Upcoming budget adoptions in FY 2026-2027 will include this expense going forward.

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 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 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

Not applicable.

PRESENTER(S)

Jennifer Myles, Purchasing Agent