

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: JEFF TIBBETTS, DEPUTY DIRECTOR
HOUSING AND COMMUNITY SERVICES, RECREATION
DIVISION
SUBJECT: FIRST AMENDMENT TO BLANKET PURCHASE ORDER
NUMBER 173227 WITH NORTHERN COAST OFFICIALS
ASSOCIATION

AGENDA ACTION: MOTION

RECOMMENDATION

The Housing and Community Services Department recommends that the Council, by motion, approve the first amendment to Blanket Purchase Order Number 173227 with Northern Coast Official Association, Santa Rosa, California, add funds in the amount of \$360,000 for a total Blanket Purchase Order not to exceed \$450,000 and authorize the Director of Housing and Community Services to make non-substantive changes to the Amendment, subject to approval by the City Attorney, and execute the Amendment.

EXECUTIVE SUMMARY

Since 2013, the City of Santa Rosa has contracted with Northern Coast Officials Association to provide qualified umpires and officials for City sports programs. The vendor has consistently delivered reliable and satisfactory services. The purpose of this action is to add funds to the existing Blanket Purchase Order, ensuring continued support for these programs.

GOAL

This item relates to Council Goal #1 - Achieve and Maintain Budgeting Excellence and Fiscal Stability and aligns with our department goal of serving our community with recreation programming.

BACKGROUND/PRIOR COUNCIL REVIEW

On October 17, 2024, the City Manager approved a sole source and issued a one-year blanket purchase order for ongoing sports referee services for the Recreation Division, with four optional one-year extensions. The department now requests an additional

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\$90,000 per year, for four years, be added to this purchase order to cover these services for a total not to exceed amount of \$450,000.

ANALYSIS

Northern Coast Officials Association has agreed to provide officiating services for the City of Santa Rosa's league softball and basketball games. Officials are essential for the safe and fair operation of these programs. The City has contracted with this vendor since 2013, and they remain the only local umpire association offering these services. The vendor continues to perform satisfactorily. In accordance with City Code 3-08.110(A), this award requires City Council approval.

FISCAL IMPACT

Funds for this expense have been appropriated in the Fiscal Year 2025-2026 budget as a regular operating expenditure and will be included in subsequent years' budget requests.

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

None.

PRESENTER(S)

Jeff Tibbetts, Deputy Director