

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: BRANDALYN TRAMEL, PURCHASING AGENT
FINANCE DEPARTMENT
SUBJECT: FIRST AMENDMENT TO GENERAL SERVICES AGREEMENT
NUMBER F002211 WITH CALIFORNIA PATROL
OPERATIONS INC

AGENDA ACTION: RESOLUTION

RECOMMENDATION

It is recommended by the Police and Finance Departments that the Council, by resolution, approve the First Amendment to General Service Agreement Number F002211 to add funds under the current term in the amount of \$35,000, and a one-year extension with no increase in contract price in the amount of \$65,000 for a total increase of \$100,000 with California Patrol Operations Inc, Sacramento, California for a total cumulative amount not to exceed of \$195,000.

EXECUTIVE SUMMARY

The Santa Rosa Police Department has a need for ongoing prisoner transport services. The current General Service Agreement F002211 requires additional funding to carry through the term of November 30, 2023. California Patrol Operations Inc has agreed to hold original terms of the agreement for a one-year extension.

BACKGROUND

In 2019, the Sonoma County Sheriff Department notified SRPD that they would no longer provide prisoner transporting services. On October 1, 2019, the Police Department submitted an emergent waiver of competitive bid for a one-year Purchase Order with California Patrol Operations Inc for this service.

On September 15, 2020, Request for Quote 20-92 was issued, and the City only received one responsive bid by California Patrol Operations, Inc.

On December 9, 2020, the City Manager awarded a General Service Agreement F002211 for a two-year period, with three one-year extension options, in the amount of \$95,000.

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On September 2, 2022, the Purchasing Agent approved an Extension Letter to extend the current agreement for a one-year period with no changes to contract price with no additional funds required at the time.

PRIOR CITY COUNCIL REVIEW

Not Applicable

ANALYSIS

On March 8, 2023, Purchasing received a request from the Police Department to add funds in the amount of \$35,000 to General Service Agreement F002211 as the remaining funds balance of \$14,389.84 was insufficient to carry services through the term of the agreement, which expires on November 30, 2023.

Since the need to add funding would require Council award, Purchasing submitted a request to the vendor to determine if they would provide an extension proposal to include under the First Amendment.

On March 8, 2023, the Purchasing Division of Finance received a response from California Patrol Operations Inc to extend the agreement with no changes to current terms and conditions. Staff recommends that it is in the City's best interest to add funds and extend the agreement through November 30, 2024, with no changes in current price for services.

FISCAL IMPACT

The funding source for this service is from the Police Department FY 22-23 account 170201, and in subsequent years as approved by Council. Approval of this action does not have a fiscal impact on the General Fund.

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

- Resolution/Exhibit A - First Amendment to General Services Agreement Number F002211

PRESENTER

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