

Meeting Date: 11/17/2015

Report Type: Consent

Report ID: 2015-00960

Title: Contract Supplement No. 2: Original Equipment Manufacturer Parts and Services

Location: Citywide

Recommendation: Pass a Motion 1) authorizing the City Manager or the City Manager's designee to execute Contract Supplement No. 2 to Contract No. 2010-1017 with Harrold Ford for original equipment manufacturer (OEM) parts and services: a) in an amount not to exceed \$180,000 for a revised total contract amount not to exceed \$1,648,800; and b) to extend the contract term through January 22, 2016; and 2) resetting the City Manager's authority to issue contract supplements

Contact: Iseña Garcia, Program Specialist, (916) 808-1163; Mark Stevens, Fleet Manager, (916) 808-5869, Department of Public Works

Presenter:

Department: Public Works Department

Division: Fleet Management

Dept ID: 15003211

Attachments:

1-Description/Analysis

2-Agreement

City Attorney Review

Approved as to Form

Sari Myers Dierking

11/9/2015 5:13:50 PM

Approvals/Acknowledgements

Department Director or Designee: Jerry Way - 10/29/2015 6:58:57 AM

Description/Analysis

Issue Detail: The Department of Public Works (DPW), Fleet Management Division, has an ongoing requirement to provide OEM parts and services for City vehicles and equipment. On September 17, 2015, Fleet Management issued Invitation for Bid (IFB) No. B1615331101 for OEM parts and services, and is currently developing a new contract to replace Contract No. 2010-1017. The recommended contract supplement will provide additional spending authority and time to develop the new contract without an interruption of service to City departments.

Policy Considerations: The recommendations in this report are in accordance with City Code Chapter 3.56, and Administrative Policy (AP) 4101 for the procurement of Non-Professional Services. Extending the contract term through January 22, 2016 results in a total contract term approximately two months longer than the maximum term of five years. However, AP-4101 allows for this as long as the extension is approved by City Council.

Economic Impacts: None

Environmental Considerations:

California Environmental Quality Act (CEQA): No environmental review is necessary because the recommendations in this report involve the purchase of vehicle parts and services and are not considered to be a project in accordance with Section 15378(b)(2) of the CEQA guidelines.

Sustainability: Not applicable

Commission/Committee Action: None

Rationale for Recommendation: On November 23, 2010 City Council adopted Resolution 2010-665 awarding a five-year contract to Harrold Ford for OEM parts and services in an amount not to exceed \$1,360,000. Contract Supplement No. 1 was executed under City Manager authority to increase the contract by \$108,800 for a new total not-to-exceed amount of \$1,468,800. The contract is scheduled to expire on November 22, 2015. The recommended contract supplement will provide additional spending authority and time to develop a new contract as a result of IFB No. B1615331101 without an interruption of service to City departments.

Financial Considerations: Sufficient funding is available in the DPW FY2015/16 operating budget (Fleet Fund, Fund 6501) to support the additional spending authority of \$180,000 in the recommended contract supplement.

Local Business Enterprise (LBE): Harrold Ford is an LBE.



Requires Council Approval: No YES Meeting: 11/17/2015

Real Estate Other Party Signature Needed Recording Requested

General Information

Type: Nonprofessional Services PO Type: N/A	Attachment: No.: 2
Not to Exceed: \$1,648,800	Original Doc Number: 2010-1017
Other Party: Harrold Ford	Certified Copies of Document:
Project Name: O.E.M. Parts and Services	Deed: <input checked="" type="checkbox"/> None <input type="checkbox"/> Included <input type="checkbox"/> Separate
Project Number: Bid Transaction #: B11131061003	E/SBE-DBE-M/WBE:

Department Information

Department: Public Works Division: Fleet Management

Project Mgr: Iseña Garcia

Contract Services: N/A Division Mgr: Mark Stevens

Phone Number: 808-1163 Org Number: 15003311

Comment: Original Contract Amount: N/A

Review and Signature Routing

Department	Signature or Initial	Date
Project Mgr:	<i>JH</i>	10/13/15
Contract Services:		

City Attorney	Signature or Initial	Date
City Attorney:	<i>JMS</i>	10/19/15

Send Interoffice Mail to Iseña Garcia (12500)

Notify for Pick Up: Isena Garcia - 808-1163

Authorization	Signature or Initial	Date
Jerry Way Director, Public Works:		
City Mgr: Yes <input type="checkbox"/> No <input type="checkbox"/>		

Contract Cover/Routing Form: Must Accompany ALL Contracts;
however, is not part of the contract. (01-01-09)
(Under \$100K - Blue)

For City Clerk Processing

Finalized:

Initial:

Date:

Imaged:

Initial:

Date:

Received:
(City Clerk Stamp Here)

**CONTRACT SUPPLEMENT
(Nonprofessional Services)**

Project Title and Job Number: O.E.M. Parts and Services (B11131061003)

Date: 10/12/15

Purchase Order #:

Contract Supplement No.: 2

The City of Sacramento ("City") and Harrold Ford
("Contractor"), as parties to that certain Nonprofessional Services Agreement designated as Agreement Number 2010-1017, including any prior contract supplements modifying the agreement (the agreement and contract supplements are hereafter collectively referred to as the "Agreement"), hereby supplement and modify the Agreement as follows:

1. The scope of Services specified in Exhibit A of the Agreement is amended as follows:

To allow the City to purchase additional O.E.M parts and services on an as-needed basis as determined by the City, the not-to-exceed amount of the contract is increased by \$180,000 for a new total not-to-exceed amount of \$1,648,800. The time of performance is extended through January 22, 2016.

2. In consideration of the additional and/or revised services described in section 1, above, the maximum not-to-exceed amount that is specified in Exhibit B of the Agreement for payment of Contractor's fees and expenses, is increased by \$180,000, and the Agreement's maximum not-to-exceed amount is amended as follows:

Agreement's original not-to-exceed amount:	<u>\$1,360,000</u>
Net change by previous contract supplements:	<u>\$108,800</u>
Not-to-exceed amount prior to this contract supplement:	<u>\$1,468,800</u>
Increase by this contract supplement:	<u>\$180,000</u>
New not-to exceed amount including all contract supplements:	<u>\$1,648,800</u>

3. Contractor agrees that the amount of increase or decrease in the not-to-exceed amount specified in section 2, above, shall constitute full compensation for the additional and/or revised services specified in section 1, above, and shall fully compensate Contractor for any and all direct and indirect costs that may be incurred by Contractor in connection with such additional and/or revised services, including costs associated with any changes and/or delays in work schedules or in the performance of other services or work by Contractor.
4. Contractor warrants and represents that the person or persons executing this contract supplement on behalf of Contractor has or have been duly authorized by Contractor to sign this contract supplement and bind Contractor to the terms hereof.
5. Except as specifically revised herein, all terms and conditions of the Agreement shall remain in full force and effect, and Contractor shall perform all of the services, duties, obligations, and conditions required under the Agreement, as supplemented and modified by this contract supplement.

Approval Recommended By:

Isina Garcia
Project Manager

Approved By:

De Haan
Contractor

Approved By:

City of Sacramento

Approved As To Form By:

John D. ...
City Attorney

Attested To By:

City Clerk