

EXECUTIVE BRIEF REGULAR MEETING

AGENDA DATE: February 16, 2021

DEPARTMENT: Public Works

TITLE:

Authorization to increase the existing Purchase Order with Rehrig Pacific Co. for the procurement of Garbage Carts

SUMMARY:

The authorization to increase the existing Purchase Order by \$27,500 with Rehrig Pacific Co. will allow additional garbage carts to be purchased which exceeds the \$50,000 procurement threshold.

BACKGROUND AND JUSTIFICATION:

The Solid Waste and Recycling Division is actively engaged in the regular collection of household and commercial garbage materials. These materials are collected via black garbage carts and as the carts age, become damaged, or are stolen, staff replaces them accordingly. The City utilizes Rehrig Pacific Company, member of the US Communities cooperative purchasing agreement to procure these cart materials. The existing Purchase Order issued on October 6, 2020 for \$49,999.00 has been determined to be insufficient to cover the replacement needs for fiscal year 2021 and additional funds in the amount of \$27,500.00 are required to make an additional cart order. The shortage of carts is a result of a large increase by the residents for new and replacement carts due to excessive wear, theft and damage. The annual cart replacement budget is \$120,000 and funds are available within the Solid Waste operational funds.

MOTION:

Move to approve/disapprove increasing Purchase Order 183700 with Rehrig Pacific Co. by \$27,500.00 for the purchase of replacement garbage carts.

ATTACHMENT(S):

Fiscal Impact Analysis
Purchase Order
US Communities Contract

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2021	2022	2023	2024	2025
Capital Expenditures	0	0	0	0	0
Operating Expenditures	27,500	0	0	0	0
External Revenues	0	0	0	0	0
Program Income	0	0	0	0	0
In-kind Match	0	0	0	0	0
Net Fiscal Impact	27,500	0	0	0	0
No. of Addn'l Full-Time Employee Positions	0	0	0	0	0

B. Recommended Sources of Funds/Summary of Fiscal Impact:

Account Number	Account Description	Project Number	FY21 Budget	Current Balance	Agenda Expenditure	Balance
410-5082-534-52-32	Operating Supplies / Dumpsters/ Receptacles	N/A	120,000	30,001	27,500	2,501.00