



*City of Arts & Innovation*

# City Council Memorandum

**TO: HONORABLE MAYOR AND CITY COUNCIL      DATE: OCTOBER 6, 2020**

**FROM: FIRE DEPARTMENT      WARDS: ALL**

**SUBJECT: CHANGE ORDER TO PURCHASE ORDER 211712 WITH SC FUEL FOR PURCHASE AND DELIVERY OF FUEL TO CITY FIRE STATIONS IN ACCORDANCE WITH PURCHASING RESOLUTION 23256, SECTION 702(e) IN THE AMOUNT OF \$189,431.86 FOR A TOTAL PURCHASE ORDER AMOUNT OF \$234,431.86 FOR THE PERIOD OF JULY 1, 2020 THROUGH JUNE 30, 2021**

## **ISSUES:**

Approve a Change Order for Purchase Order No. 211712 with SC Fuel, of Orange, California for the purchase and delivery of fuel to the City Fire Stations in the amount of \$189,431.86 for a total Purchase Order amount of \$234,431.86, for the period of July 1, 2020 through June 30, 2021 in accordance with Purchasing Resolution 23256, Section 702(e).

## **RECOMMENDATIONS:**

That the City Council approve a Change Order for Purchase Order No. 211712 with SC Fuel, of Orange, California for the purchase and delivery of fuel to the City Fire Stations in the amount of \$189,431.86 for a total Purchase Order amount of \$234,431.86, for the period of July 1, 2020 through June 30, 2021 in accordance with Purchasing Resolution 23256, Section 702(e).

## **BACKGROUND:**

The City of Riverside Fire Department (RFD) maintains the fuel pumps at 14 Fire Stations which supply fuel to the Department. The fire station fuel tanks hold between 500 to 1,000 gallons each and require frequent refilling.

On September 13, 2011, Riverside County Department of Purchasing and Fleet Services issued Request for Proposal (RFP) PUARC-1380 for Unleaded Fuel and Ultra Low Sulfur Diesel Fuel. The County of Riverside entered into a Services Contract with The SoCo Group Incorporated, RIVCO-40500-002-10/12, for a five-year term renewed annually, which ended on September 30, 2016. On July 22, 2016, the County renewed this contract for an additional five year term extending the term through September 30, 2021.

On June 5, 2018, the City Council approved the purchase and delivery of fuel products for the General Services Department for City vehicles and equipment with SC Fuels formally known as

SoCo Group Incorporated of Riverside, California in accordance with Purchasing Resolution 23256, Section 602(g) for a total amount of \$1,300,000 for the period of July 1, 2018 through June 30, 2019, including authority for two additional one-year renewal periods through June 30, 2021.

On June 18, 2019, the City Council approved General Service's two optional one-year renewal periods with the SoCo Group Incorporated for the purchase and delivery of fuel products in the amount of \$1,831,500 for FY 2019/20 and \$2,014,650 for FY 2020/21.

### **DISCUSSION:**

The Riverside Fire Department would like to utilize SC Fuel, of Orange, California, for the purchase and delivery of fuel to the City Fire Departments in accordance with Purchasing Resolution 23256, Section 702(e).

Purchasing Resolution 23256, Section 702(e) states that competitive procurement shall not be required "When Cooperative Purchasing is available and undertaken or when Goods can be obtained through Federal, State and/or other public entity pricing contracts or price agreements." SC Fuel has agreed to maintain the terms, conditions and pricing awarded under the County of Riverside contract based on RFP #PUARC-1380 and Amended Contract RIVCO-40500-002-10/21.

The Purchasing Manager concurs that this purchase is in compliance with Purchasing Resolution 23256, Section 702(e).

### **FISCAL IMPACT:**

The total fiscal impact of the action is \$234,431.86. Sufficient funds are available in fiscal year 2020/21 General Fund Fire Department Motor Fuels and Lubricants Account No. 3510000-426300, for the purchase and delivery of fuel.

Prepared by:	Michael D. Moore, Fire Chief
Certified as to	
availability of funds:	Edward Enriquez, Chief Financial Officer/City Treasurer
Approved by:	Lea Deesing, Assistant City Manager
Approved as to form:	Gary G. Geuss, City Attorney

### **Attachments:**

- 1.) Riverside County Contract RIVCO-40523-001-05/21
- 2.) Riverside County Amended Contract RIVCO-40500-002-10/21
- 3.) Riverside County Board of Supervisor's Contract Amendment No. 6