



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: SEPTEMBER 21, 2021

FROM: POLICE DEPARTMENT WARD(S): ALL

SUBJECT: CHANGE ORDER AUTHORITY TO INCREASE PURCHASE ORDER NO. 220101 WITH SC COMMERCIAL, LLC TO \$250,000 FOR THE PURCHASE AND DELIVERY OF FUEL TO THE MAGNOLIA POLICE STATION FOR THE PERIOD OF JULY 1, 2021 THROUGH JUNE 30, 2022

ISSUE:

Approve the change order authority to increase Purchase Order No. 220101 with SC Commercial, LLC of Orange, California, by \$201,000, for a total amount of \$250,000 for the purchase and delivery of fuel to the Magnolia Police Station for the period of July 1, 2021 through June 30, 2022.

RECOMMENDATION:

That the City Council approve the change order authority to increase Purchase Order No. 220101 with SC Commercial, LLC of Orange, California, by \$201,000, for a total amount of \$250,000 for the purchase and delivery of fuel to the Magnolia Police for the period of July 1, 2021 through June 30, 2022 and authorize the City Manager or his designee to execute any purchase orders, agreements, and other documents effectuating the purchase.

BACKGROUND:

The City of Riverside Police Department maintains the fuel pumps at the Magnolia Police Station that supplies fuel to the Department. 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 contract with The SoCo Group Inc., RIVCO-40500-002-10/12, for a five (5) year term renewed annually, which expired September 30, 2016.

On August 22, 2016, the Riverside County Board of Supervisors approved Contract Amendment No. 6 to SC Commercial LLC (formally known as the SoCo Group, Inc.) and another contractor for five (5) years, through October 1, 2021, to provide fuel supply continuity for the county's fleet. The SoCo Group Inc. has supplied fuel, lubricants and other products as needed to the City of Riverside since 2009 and provided exceptional service.

On June 12, 2018, the City Council approved the purchase and delivery of fuel products for City vehicles and equipment with SC Commercial, LLC for a total amount of \$1,300,000, plus 10% change order authority in the amount of \$130,000 for a total amount of \$1,430,000 for the period

of July 1, 2018 through June 30, 2019, with two additional one-year renewal periods through June 30, 2021.

On August 20, 2019, City Council approved a purchase order with SC Commercial, LLC in the amount of \$250,000 for the purchase and delivery of fuel products to Magnolia Police Station through June 30, 2020.

On July 7, 2020, City Council approved a purchase order with SC Commercial, LLC in the amount of \$250,000 for the purchase and delivery of fuel to magnolia Police Station through June 30, 2021. This exhausted the two additional one-year renewal periods approved in 2018.

DISCUSSION:

SC Commercial LLC (SC Fuel), formerly known as The SoCo Group Inc., has supplied fuel, lubricants and other products as needed to the City of Riverside since 2009 and has provided exceptional service. Historically the City has had difficulty with various fuel providers; therefore, Riverside Police Department would like to continue to utilize SC Fuel for the purchase and delivery of fuel to the Magnolia Police Station.

On July 30, 2021, SC Fuel agreed to extend current pricing at the current level of services, and the same terms and conditions through June 30, 2022.

Purchasing Resolution 23256, Section 602 (g) which states, "Competitive Procurement through the Informal Procurement and Formal Procurement process shall not be required in any of the following circumstances...when Goods can be Procured from a Bidder who offers the same or better price, terms and conditions as the Bidder previously offered as the Lowest Responsive Bidder under Competitive Procurement provided that, in the opinion of the Manager, it is in the best interest of the City to do so".

The Purchasing Manager concurs that the recommendation complies with Purchasing Resolution 23256.

STRATEGIC PLAN ALIGNMENT:

This item contributes to Strategic Priority No. 2 – *Community Well-Being* and Goal 2.4 – Support programs and innovations that enhance community safety, encourage neighborhood engagement, and build public trust.

This item aligns with each of the five Cross-Cutting Threads as follows:

1. **Community Trust** – Fuel for Police vehicles allows the Police Department to deploy its employees into the community encouraging neighborhood engagement, and building public trust.
2. **Equity** – The RPD provides public safety services to all residents in the City of Riverside. Fuel for Police vehicles helps in the achievement of this goal by ensuring that RPD employees can enhance community safety.
3. **Fiscal Responsibility** – The RPD is proposing this purchase in accordance with

Purchasing Resolution 23256, Sections 602(g) which in the opinion of the Purchasing Manager, ensures the City is securing the best price option.

4. **Innovation** – In order to meet the community's changing needs and prepare for the future, RPD assigns a wide range of vehicles to field personnel including patrol vehicles and all-terrain vehicles.
5. **Sustainability & Resiliency** – The proposed purchase of the fuel purchase is to ensure the Departments has the ability to provide public safety services in the present and future, while adapting, and growing with the needs of the community.

FISCAL IMPACT:

The total fiscal impact of the action is \$201,000. Sufficient funds are budgeted and available in the General Fund, Police Department, Motor Fuels and Lubricants Account No. 3105000-426300.

Prepared by: Larry Gonzalez, Chief of Police
Certified as to
availability of funds: Edward Enriquez, Chief Financial Officer/City Treasurer
Approved by: Lea Deesing, Assistant City Manager
Approved as to form: Phaedra A. Norton, City Attorney

Attachment: Email Confirmation