



CITY COUNCIL AGENDA REPORT

MEETING DATE: Tuesday, March 25, 2025
TO: CITY COUNCIL
WRITTEN BY: SOLID WASTE DIVISION MANAGER SMITH
RECOMMENDED BY: PUBLIC WORKS & UTILITIES DIRECTOR LINDBERG
APPROVED BY: TAMARA VIDES, CITY MANAGER

SUBJECT: APPROVE CHANGE ORDER WITH OTTO ENVIRONMENTAL SYSTEMS FOR THE PURCHASE OF REFUSE AND RECYCLE ROLL-OUT CARTS

RECOMMENDATION:

Adopt a resolution authorizing a change order with Otto Environmental Systems for the purchase of Solid Waste Refuse and Recycle Roll-Out Carts, adding \$4,000 to the purchase order for a revised total purchase order amount not to exceed \$167,260.

BACKGROUND:

On October 22, 2024, the City Council adopted Resolution No. 218-24 (CM) authorizing \$163,260 for the purchase of Solid Waste Refuse and Recycle Roll-Out Carts from Otto Environmental Systems.

DISCUSSION:

A change order is needed to add \$4,000 to the purchase order with Otto Environmental Systems for the purchase of Solid Waste Refuse and Recycle Roll-Out Carts due to the freight costs being higher than estimated in the original quote. Otto Environmental Systems has delivered a partial order, and an update to the purchase order is required to complete it.

CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) DETERMINATION:

No additional CEQA review is required for the purchase order change order for Solid Waste Refuse and Recycle Roll-Carts from Otto Environmental Systems, as this has been declared exempt in accordance with CEQA Guidelines Section 15378 (b)(5), as it does not meet CEQA's definition of a "project". Further, the approval of the purchase order change order for Solid Waste Refuse and Recycle Roll-Out Carts is an administrative activity that would have not the potential to either (1) cause a direct physical change in the environment, or (2) cause a reasonably foreseeable indirect physical change in the environment. Therefore, no CEQA action is required at this time.

STRATEGIC PLAN:

This Change Order is consistent with the Strategic Plan Goals:

Infrastructure & Environment

FINANCIAL IMPACT:

Funds for the purchase will be paid out of the Solid Waste Fund in the budget account 0740-570-7559. There are sufficient funds in this account.

ALTERNATIVE ACTION:

No alternative action is available at this time.

ATTACHMENTS AND/OR REFERENCES (IF ANY):

None.