



Department of Public Utilities
Public Utilities Administration
Inter-Office Memorandum

DATE: July 10, 2024,

FILE: PU-24-91

TO: George R. Keller, Jr. CPPT
City Manager

VIA: ^{DS}
^{AR} Adam Reichbach
Assistant City Manager for Finance and Administration

VIA: ^{DS}
^{RS} Gus Zambrano
Assistant City Manager for Sustainable Development

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^{OT} ^{OT} **THRU:** Otis Thomas
Interim Director, Procurement and Contract Compliance

^{DS} ^{DS}
^{VM} ^{VM} **FROM:** Vincent Morello, P.E.
Director, Public Utilities

SUBJECT: Recommendation to Approve the 1st renewal period of August 28, 2024, – August 27, 2025, with United Rentals (North America) Inc., for the rental of low, regular, and heavy equipment in an amount up to \$200,000.00.

ISSUE:

A Blanket Purchase Agreement (BPA) PA600830 was approved by Resolution R-2024-039 on February 7, 2024, with United Rentals Inc. (United) for the rental of various equipment. The Department of Public Utilities (DPU) Underground Utilities Division has an ongoing need to rent low, regular, and heavy equipment. BPA PA600829 was approved for an initial period of February 7, 2024, to August 27, 2024, with an option for an additional one-year renewal. The equipment provided by United continues to be satisfactory and meets the DPU's requirements.

AUTHORITY:

§ 38.49 TERMINATION, EXTENSION AND RENEWAL OF CONTRACTS.

(C) Renewals:

When a contract entered into by the City pursuant to City Commission approval provides for one or more renewals by affirmative action of the City and the estimated annual cost of renewal exceeds \$250,000, only the City Commission is authorized to approve such renewals. When a contract entered into by the City pursuant to City Commission approval provides for one or more renewals by affirmative action of the City and the estimated annual cost of a renewal of the contract does not exceed \$250,000, the CPO shall have the authority to recommend to the City Manager approval or rejection of the renewal if it is the first, second, or third renewal of the contract, but only the City Commission is authorized to approve any subsequent renewal. When a contract entered into by the City pursuant to City Commission approval provides for one or more renewals by affirmative action of the City and the estimated annual cost of a renewal of the contract does not exceed \$25,000, the CPO shall have the authority to approve or reject the renewal if it is the first, second or third renewal of the contract, but only the City Commission is authorized to approve any subsequent renewal.

Funding has been provided in the DPU fiscal year 2024 budget in Account Numbers 442.400201.53600.552250.000000.000.0000 and 442.400201.53600.531170.000000.000.000.

RECOMMENDATION:

Approval of the 1st Renewal Period of August 28, 2024 – August 27, 2025, of BPA PA600829 with United for the rental of low, regular, and heavy equipment in an amount up to \$200,000.00.

DocuSigned by:
George Keller
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7/17/2024

APPROVED BY: George R. Keller, Jr. CPPT
City Manager

Date:

Attachments:

- PA600830
- R-2024-039
- United Rentals Contract
- Vendor Email to Renew
- Risk Approved COI