

February 21, 2019

Board of Directors
Ventura Regional Sanitation District
Ventura, California

**APPROVAL OF A PROPOSED \$25,000 CHANGE ORDER TO INCREASE VRSD
PURCHASE ORDER NO. 2734 WITH PORTER RENTS FOR HEAVY EQUIPMENT
RENTAL SERVICES**

RECOMMENDATION

Approve issuance of a change order to VRSD Purchase Order No. 2734 to Porter Rents to increase the amount by \$25,000 for a revised total compensation amount not to exceed \$50,000 for heavy equipment rental services.

FISCAL IMPACT

Funds required for this change order are included in the adopted FY2018-19 budget for Solid Waste operations (Account 25-401-52220-400300).

BACKGROUND/ANALYSIS

A purchase order was issued to Porter Rents on July 1, 2018, for heavy equipment rental services in the amount of \$25,000. Needs for these services at the Toland Road Landfill are difficult to predict and quantify on an annual basis, as key equipment can suddenly. The additional amount of \$25,000 is needed to complete urgent earthwork and for any additional work that might come up before the end of FY2018-19.

The District keeps several open purchase orders with local and regional equipment rental service companies. Following the Thomas Fire, these companies are experiencing significantly low heavy equipment inventories due to the high demand for heavy equipment during the rebuilding process in Ventura County. As a result, staff has had to rely more heavily on Porter Rents, who has had the right pieces of heavy equipment available for the District's time-sensitive projects over the last few months.

This letter and the associated purchase order have been reviewed by VRSD legal counsel as to form.

If you should have any questions or need additional information, please contact me by phone at (805) 658-4679 or via email at mattbaumgardner@vrzd.com.



MATT BAUMGARDNER, DIRECTOR OF OPERATIONS

APPROVED FOR BUDGET IMPACT:


Alvertina Rivera, Director of Finance

APPROVED FOR AGENDA:


Chris Theisen - General Manager

Attachments: Change Order to VRSD Purchase Order No. 2734

**VENTURA REGIONAL SANITATION DISTRICT**

1001 Partridge Drive #150

Ventura CA 93003-0704

(805) 658-4669 accounts payable@vrsd.com

To ensure prompt payment, all invoices **MUST** be
mailed to the above address,

ATTN: Accounts Payable

****CHANGE ORDER****

Purchase Order No.	PO0002734
Issue Date	10/31/2018
Revision Number	1

Requested by: **Dan Nash****PURCHASE ORDER**

Issued To: (000) 000-0000 Ext. 0000

 PORTER RENTS, LLC
 13013 TEMESCAL CANYON RD
 CORONA CA 92883

Vendor #: PORT003

Ship To:

TOLAND

Contract Number:

^ Changed Since the Previous Revision

Page: 1

Shipping Method		Payment Terms		FOB	For More Information Contact:			Contact Phone #	
		Net 30		None	Dan Nash			805-658-4676	
L/N	Item Number	Description	Job Number	Cost Code	Ordered	U/M	Unit Price	Ext. Price	
Req. Date					SITE ID		PROJ #	COST CAT	

^1 52220 400300 Rents and Leases Equipment \$50,000.00

10/31/2018 TOLAND

25-401-52220 Equipment Rental/Lease

 Deliver To: Toland Landfill Site
 3500 Toland Road
 Santa Paula CA 93060
 USA

BOARD APPROVAL REQUIRED

CHANGE ORDER

PO EXPIRES 06/30/19

Subtotal	\$50,000.00
Shipping/Handling	\$0.00
Miscellaneous	\$0.00
Tax	\$0.00
Order Total	\$50,000.00

Director of Finance

Purchasing Agent

Date

Authorized Signature

Purchase order number must appear on all invoices.

ITEM # 8

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