

February 21, 2019

Board of Directors  
Ventura Regional Sanitation District  
Ventura, California

**APPROVAL OF A PROPOSED \$10,000 CHANGE ORDER TO INCREASE VRSD  
PURCHASE ORDER NO. 2592 WITH UNITED RENTALS FOR EQUIPMENT RENTAL  
SERVICES**

**RECOMMENDATION**

Approve issuance of a change order to VRSD Purchase Order No. 2592 with United Rentals to increase the amount by \$10,000 for a revised total compensation amount not to exceed \$35,000 for equipment rental services.

**FISCAL IMPACT**

Funds required for this change order are included in the adopted FY2018-19 budget for Solid Waste operations (Account 90-490-52186-499930).

**BACKGROUND/ANALYSIS**

A purchase order was issued to United Rentals on July 1, 2018, for equipment rental services related to a pilot test for a new leachate treatment system at the Toland Road Landfill in the amount of \$25,000. This pilot test is part of a capital project approved by the Board in August 2018.

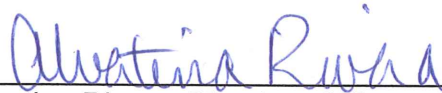
The additional amount of \$10,000 is needed to complete the pilot test before a decision can be made to scale up the system for full leachate treatment.

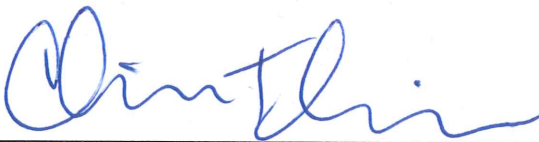
This letter and the associated purchase order have been reviewed by VRSD legal counsel as to form.

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](mailto: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. 2592

**VENTURA REGIONAL SANITATION DISTRICT**

1001 Partridge Drive #150

Ventura CA 93003-0704

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

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

ATTN: Accounts Payable

**\*\*CHANGE ORDER\*\***

Purchase Order No.	PO0002592
Issue Date	7/1/2018
Revision Number	2

Requested by: **Blanket**

# PURCHASE ORDER

Issued To: (805) 988-1797 Ext. 0000

UNITED RENTALS  
FILE 51122  
LOS ANGELES CA 90074-1122

Vendor #: UNIT002

Ship To:

VARIOUS

Contract Number:

^ Changed Since the Previous Revision

Page: 1

Shipping Method		Payment Terms		FOB	For More Information Contact:			Contact Phone #	
		Net 30 Days		None	Blanket			Blanket PO	
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 2XXXXX Equipment Rental as Requested \$35,000.00

7/1/2018 VARIOUS

25-210-52220 Equipment Rental/Lease

Deliver To:

BOARD APPROVAL REQUIRED

CHANGE ORDER

PO EXPIRES 06/30/19

Subtotal	\$35,000.00
Shipping/Handling	\$0.00
Miscellaneous	\$0.00
Tax	\$0.00
Order Total	\$35,000.00

Director of Finance

Purchasing Agent

Date

Authorized Signature

Purchase order number must appear on all invoices.

ITEM # 9

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