



Office of the City Manager

CONSENT CALENDAR
June 16, 2026

To: Honorable Mayor and Members of the City Council
 From: Paul Buddenhagen, City Manager
 Submitted by: Wahid Amiri, Interim Director, Public Works
 Subject: Contract No. 31900085 Amendment: Syn-Tech Systems Inc. for Fleet Fueling System and Software

RECOMMENDATION

Adopt a Resolution amending the contract with Syn-Tech Systems Inc. for Fleet Fueling System and Software, increasing the contract amount by \$68,528 for a new not-to-exceed amount of \$300,000 and extend the contract through June 30, 2029.

FISCAL IMPACTS OF RECOMMENDATION

There are funds available in the proposed FY27 budget in the Department's Equipment Maintenance Fund (Fund 672). Funding is subject to Council appropriation for Fiscal Years 2027, 2028 and 2029.

CURRENT SITUATION AND ITS EFFECTS

The Public Works Department maintains two fueling pumps to fuel the City's fleet. Fuel transactions are collected using Syn-Tech's software and imported directly into the Assetworks Fleet Management Information System to be billed to each department monthly, based on fuel usage. The contract amendment with Syn-Tech Systems Inc. will provide the City's fleet with an ongoing fueling system and software for the two fuel dispensing locations that are located at:

- Corporation Yard, 1326 Allston Way, Berkeley
- Transfer Station, 1201 Second Street, Berkeley (a new above ground tank installation anticipated to be completed by December 2026)

Effective January 1, 2026, local agencies are required to satisfy noticing requirements for certain contracts for services that meet the criteria outlined in Government Code Section 3204.1 as amended by AB 339. This project does not meet the criteria in Government Code Section 3504.1 and is exempt from the noticing requirement.

This contract is in alignment with the City's Strategic Plan priorities, advancing our goal to create a resilient, safe, connected, and prepared city.

BACKGROUND

In 2018, the City released a request for proposal (RFP) Specification No. 16-11039 for a Fueling System and Software Upgrade solution. From that solicitation, three responses were received. Public Works' staff with subject matter expertise evaluated the three responses for cost, experience, qualifications, responsiveness, and references.

Responsive vendors were asked to provide onsite demonstrations of their products along with detailed information about software capabilities and any additional associated costs. Syn-tech was selected as the most responsive and best qualified vendor to meet the City's Fleet fueling and reporting needs. The City executed a contract with Syn-Tech in January 2019 and received Council approval to amend the contract in September 2022.

ENVIRONMENTAL SUSTAINABILITY AND CLIMATE IMPACTS

The Syn-Tech system provides accurate fuel usage data at the Corporation Yard and the Transfer Station which assists with Climate Action Plan reporting. Additionally, the Syn-Tech system provides an evaluation of Fleet fuel efficiency and overall fuel costs which is key information for future budgeting.

RATIONALE FOR RECOMMENDATION

Syn-Tech software captures vehicle odometer data and a record of all transactions automatically, and with manual input. The software's automation reduces human error, improves asset management, driver accountability, and prevents any potential theft.

ALTERNATIVE ACTIONS CONSIDERED

Implementing Syn-Tech's hardware and software system required a significant investment of resources and moving away from this system could lead to large-scale procurement and implementation costs for a new system that could take more than a year to fully implement. Currently, the hardware and software are working as expected, and Syn-Tech continues to provide excellent support services as needed. A new RFP will be conducted during this extension period.

CONTACT PERSON

Joy Brown, Operations Manager, Public Works, 510-981-6629
Don Colbert, Acting Equipment Maintenance Superintendent, 510-981-6467
Tucker Brofft, Senior Management Analyst, Public Works, 510-981-5375

RESOLUTION NO. ##,###-N.S.

CONTRACT NO. 31900085 AMENDMENT: SYN-TECH SYSTEMS INC. FOR FLEET FUELING SYSTEM AND SOFTWARE

WHEREAS, the City owns and operates vehicles and equipment which must be re-fueled at one of the City's two fueling islands; and

WHEREAS, the City issued a request for proposals from qualified firms to provide a viable fuel dispensing system and fuel reporting software (Specification No. 16-11039); and

WHEREAS, the City received three qualifying vendor responses and determined that Syn-Tech Systems, Inc. was the most responsive and best-qualified vendor to meet current and future Fleet fueling and reporting needs; and

WHEREAS, the Equipment Maintenance Division of Public Works has a continuous need for these services to manage fuel levels, prevent fuel theft, and support internal department billing for fuel usage; and

WHEREAS, on September 20, 2022, City Council authorized the City Manager to execute a Contract Amendment to increase the Contract's spending authority by \$45,000 for a new not-to-exceed amount of \$231,472 and to extend the Contract through June 30, 2026; and

WHEREAS, funding is available in the proposed FY27 budget in the Department's Equipment Maintenance Fund (Fund 672) and funding for future years is subject to Council approval of funds for Fiscal Years 2028 and 2029.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager is authorized to execute a contract amendment with Syn-Tech Systems Inc. for Fleet Fueling System and Software increasing the contract amount by \$68,528 for a new not-to-exceed of \$300,000 and extend the contract through June 30, 2029

