



Office of the City Manager

CONSENT CALENDAR
July 8, 2025

To: Honorable Mayor and Members of the City Council
From: Paul Buddenhagen, City Manager
Submitted by: Terrance Davis, Director, Public Works
Subject: Purchase Order: SCL, Safety-Kleen Systems Inc. and Lube Buster Inc. for Vehicle Lubricant Materials

RECOMMENDATION

Adopt three Resolutions authorizing the City Manager to:

1. Execute a purchase order with SCL to provide vehicle lubricant materials for a three-year period from August 1, 2025 to August 1, 2028, in an amount not to exceed \$140,000 with an option to extend for two additional one-year terms, with an annual service rates to be adjustment in accordance with the Consumer Price Index.
2. Execute a purchase order with Safety-Kleen Systems Inc. to provide vehicle lubricant materials for a three-year period from August 1, 2025 to August 1, 2028, in an amount not to exceed \$140,000 with an option to extend for two additional one-year terms, with an annual service rates adjustment in accordance with the Consumer Price Index.
3. Execute a purchase order with Lube Buster Inc. to provide vehicle lubricant materials for a three-year period from August 1, 2025 to August 1, 2028 in an amount not to exceed \$140,000, with an option to extend for two additional one-year terms, with an annual rates adjustment in accordance with the Consumer Price Index.

FISCAL IMPACTS OF RECOMMENDATION

The FY25 Adopted Public Works Department Equipment Maintenance (Fund 672) Budget includes funding for the of purchase of vehicle lubricants for City vehicles the in the amount of \$46,667. Funding for future years is subject to Council's approval of the proposed citywide budget for Fiscal Years 2027-2028.

CURRENT SITUATION AND ITS EFFECTS

Vehicle lubricants are essential to the City's ability to maintain and operate its fleet of vehicles, including those used for emergency response, refuse collection, and critical infrastructure maintenance. Vehicle lubricants must be regularly replenished to prevent engine damage and ensure compliance with manufacturer preventative maintenance schedules. Establishing multi-year agreements guarantees the City access to reliable supply chains and helps stabilize costs in a volatile petroleum-based product market.

The City conducted Invitation to Bid Specification No. 25-11682-C, with proposals due no later than April 11, 2025. The City received three proposals in response. The selection committee, composed of subject matter experts from the Public Works Department, evaluated the proposals and reported that all three had competitive rates within the City's budgeted needs.

These purchase orders will support the City's fleet and are in alignment with the City's Strategic Plan Priorities, advancing our goal to provide state-of-the-art, well-maintained infrastructure, amenities, and facilities.

BACKGROUND

Historically, the City has procured vehicle lubricants from a combination of contracted vendors and open-market purchases. On average, the City's fleet uses approximately 1,000 to 1,200 gallons of vehicle lubricants per year to service City fleet assets. These vehicle lubricants are a vital part of regular preventative maintenance requirement. Standardizing this purchase through formal contracts allows for better cost control, inventory planning, and compliance with equipment manufacturer specifications. SCL, Safety-Kleen Systems Inc. and Lube Buster Inc. responded to the Invitation to Bid and were selected after submitting the highest-scoring bids. The selected vendors have the materials needed to service the City. New vehicle lubricant materials vendors will ensure clear guidelines and standardized prices for vehicle lubricant materials, which is a significant expense for the Public Works Department.

ENVIRONMENTAL SUSTAINABILITY AND CLIMATE IMPACTS

Vehicle lubricants are disposed of in accordance with regulations enforced by the California Department of Toxic Substances Control (DTSC) under California Health and Safety Code (HSC) and Title 22 of the California Code of Regulations (CCR). All waste oil and related fluids are collected by certified haulers and processed through appropriate hazardous waste channels. As the City continues to modernize its fleet, including the integration of more electric vehicles and higher-efficiency low emission engines, overall lubricant usage is expected to gradually decrease over time. However, ongoing demand remains high due to the existing number of heavy-duty and internal combustion vehicles still in operation.

RATIONALE FOR RECOMMENDATION

These fleet vehicle lubricant material purchase orders will address the City's needs

Purchase Order: SCL, Safety-Kleen, and Lube Buster Inc.
for Vehicle Lubricant Materials

CONSENT CALENDAR
July 8, 2025

and stabilize costs and fees. The selected vehicle lubricant service providers will be utilized as needed to ensure the City has adequate resources available for vehicle maintenance and repair.

ALTERNATIVE ACTIONS CONSIDERED

None. The City does not have the ability to directly provide vehicle lubricants for City vehicles and is reliant on third parties to supply these materials on a on contract basis.

CONTACT PERSON

Joy Brown, Operations Manager, (510) 981-6629

Don Colbert, Sr. Equipment Maintenance Supervisor, (510) 981-6467

Sara Rubio, Associate Management Analyst, (510) 981-5372

Attachments:

1: Resolution: SCL

2: Resolution: Safety-Kleen Systems Inc.

3: Resolution: Lube Buster Inc.

July 8, 2025

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

PURCHASE ORDER: SCL FOR VEHICLE LUBRICANT MATERIALS

WHEREAS, the City conducted ITB Solicitation No. 25-11682-C with bids due no later than April 11, 2025; and

WHEREAS, the City received three (3) proposals and a selection committee composed of subject matter experts from the Public Works Department, met to evaluate the bids; and

WHEREAS, SCL to provide vehicle lubricant materials was selected as one of the highest scoring vendors.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager is authorized to execute a purchase order with SCL to provide vehicle lubricant materials for three (3) years from August 1, 2025 to August 1, 2028 for an amount not to exceed \$420,000, with the option to extend for two (2) additional one-year terms, with a provision for the respective service rates in each separate agreement to be adjusted annually in accordance with the Consumer Price Index.

July 8, 2025

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

PURCHASE ORDER: SAFETY-KLEEN SYSTEMS INC. FOR VEHICLE LUBRICANT MATERIALS

WHEREAS, the City conducted ITB Solicitation No. 25-11682-C with bids due no later than April 11, 2025; and

WHEREAS, the City received three (3) proposals and a selection committee composed of subject matter experts from the Public Works Equipment Maintenance Division, and the Public Works Operations Division, met to evaluate the bids; and

WHEREAS, Safety-Kleen Systems Inc. to provide vehicle lubricant material was selected as one of the highest scoring vendors.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager is authorized to execute a purchase order with Safety-Kleen Systems Inc. to provide vehicle lubricant materials for three (3) years from August 1, 2025 to August 1, 2028 for an amount not to exceed \$420,000, with the option to extend for two (2) additional one-year terms. Rates adjusted annually in accordance with the Consumer Price Index.

July 8, 2025

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

PURCHASE ORDER: LUBE BUSTER INC. FOR VEHICLE LUBRICANT MATERIALS

WHEREAS, the City conducted ITB Solicitation No. 25-11682-C with bids due no later than April 11, 2025; and

WHEREAS, the City received three (3) proposals and a selection committee composed of subject matter experts from the Public Works Equipment Maintenance Division, and the Public Works Operations Division, met to evaluate the bids; and

WHEREAS, Lube Buster Inc. to provide vehicle lubricant material was selected as one of the highest scoring vendors.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager is authorized to execute a purchase order with Lube Buster Inc. to provide vehicle lubricant materials for three (3) years from August 1 2025 to August 1, 2028 for an amount not to exceed \$420,000, with the option to extend for two (2) additional one-year terms. Rates adjusted annually in accordance with the Consumer Price Index.