File ID: 2026-01710 12/1/2026

[Contract Supplement] Cooperative Purchase Contract- Commercial Fuel Credit Cards [Published for 10-Day Review 11/18/2026]

File ID: 2026-01710

Location: Citywide

Recommendation: Pass a **Motion**: 1) authorizing the City Manager or designee to execute Supplemental Agreement No.1 to City Agreement 2026-0014 with U.S. Bank National Association for the Voyager Fleet Fuel Card program, increasing the not-to-exceed amount from $249,500 to $1,500,000; and 2) resetting the City Manager or designee authority to execute amendments to Agreement 2026-0014.

Contact: Stacey Chatman, Program Specialist, (916) 808-6711; Alison Kerstetter, Fleet Manager, (916) 808-1163; Department of Public Works

Presenter: None

Attachments:
1-Description/Analysis
2-Agreement

Description/Analysis
Issue Detail:. The Department of Public Works, Fleet Management Division utilizes U.S. Bank Voyager fuel cards to purchase fuel for City fleet vehicles at commercial fueling stations when certain Police and Fire vehicles are operating outside the Sacramento area. The current agreement was approved in January 2026 with a not-to-exceed amount of $249,500, reflecting an assumed usage of the number of fuel cards included under the new contract.

Due to multiple responses of interstate and mutual aid as well as other travel requirements for our emergency responders, the amount spent was higher than anticipated. Funds spent from contract inception of January 1, 2026 to date are around $100,000. To project enough funding to cover fuel purchases through June 27, 2029 (the current term of the contract), the contract is requested to be increased by $1,250,500 for a new total not-to-exceed of $1,500,000. City Code requires Council approval of an amendment that raises the contract amount to $250,000 or more.

Policy Considerations: The recommendations in this report are in accordance with City Code Section 3.04.020 regarding City Council approval of contracts with a cumulative value of $250,000 or more.

The Sacramento City Code Section 4.04.020 and the City Council Rules of Procedure (Chapter 7,

Section E.2.d) mandate that unless waived by a 2/3 vote of the City Council, all labor agreements, and all agreements greater than $1,000,000 shall be made available to the public at least ten (10) days prior to City Council action. This item was published for 10-day review on November 18, 2026, in compliance with the City Code.

Economic Impacts: None

Environmental Considerations: California Environmental Quality Act (CEQA): No environmental review is necessary because the recommendations in this report involve the purchase of services for City vehicles and are not considered to be a project in accordance with Section 15378(b)(2) of the California Environmental Quality Act guidelines and is not subject to CEQA pursuant to section 15060 (c)(3).

Sustainability: Not applicable

Commission/Committee Action: None

Rationale for Recommendation: Approval of Supplemental Agreement No. 1 to City Agreement 2026-0014 with U.S. Bank National Association is necessary to continue fueling City fleet vehicles that are required to travel outside of the Sacramento area and continue operations without interruption.

After reviewing the available purchasing options, Fleet Management has determined that using the cooperative purchase agreement with U.S. Bank National Association through Sourcewell represents the most advantageous purchasing strategy. The contract was competitively bid and Sourcewell receives greater discounts from U.S. Bank National Association, due to a higher purchase volume, than the City would receive if issuing its own bid. In addition, the fuel credit cards are accepted by most major fuel merchants in California and nationwide.

Through the Sourcewell agreement there is also a rebate program on all purchases made which would allow costs to be lowered even further than the heavily discounted rates available through Sourcewell.

Financial Considerations: The agreement with U.S. Bank National Association is currently set with a not-to-exceed amount of $249,500. The amendment adds $1,250,500, for a new total of $1,500,000. Purchases will be made from the Department of Public Works Fiscal Year 2026/27 operating budget (Fleet Fund, Fund 6501) and charged to the operating budget of the applicable department.

Sufficient funds are available in the Department’s FY2026/27 operating budget to purchase the required services through June 30, 2027. Purchases made after June 30, 2027 are subject to funding availability in the adopted budget of the applicable fiscal year.

Local Business Enterprise (LBE): U.S Bank National Association is not an LBE. The minimum LBE participation requirement is waived for the City’s use of cooperative purchase agreements that have been competitively bid, evaluated, and awarded by other governmental agencies that may or may not have similar LBE programs.

Docusign Envelope ID: 708B0746-3D36-8C08-80A4-4C0BAE844232

City of SACRAMENTO Contract Routing Sheet

☐ **Payment / Performance Bond Only**

General Routing Information

Department: Public Works Department

Contract Coordinator: Julie Baldovino Email: jbaldovino@cityofsacramento.org

Effective Date: 01/01/2026 Expiration Date: 06/27/2029

Grant/Project Name: Fleet Payment Solutions - Fleet Cards

Other Party: U.S. Bank National Association

Original Not to Exceed Amount: $ 249,500.00

Assessor's Parcel Number(s):

Project Number: Bid/RFQ/RFP#:

Supplements/Addendums/Change Orders ☑

Adjusted Amount of this Change (+/-): $ 1,250,500.00 New Not to Exceed Amount: $ 1,500,000.00

Change In Scope: No

Original Contract Number: 2026-0014 Supplement Number: 01

Council Approval ☑

Original Meeting Date: Council File ID:

Supplement Meeting Date: 12/1/26 Council File ID: 2026-01858

Processing Information

- ☐ Clerk's Office to Mail for Recording
- ☐ Return to Dept for Other Party Signature
- ☐ Real Estate
- ☐ Return to Dept for Recording
- ☐ Construction Related
- ☐ Additional Originals Attached – Return to Dept.

Add notes/instructions, including any other contract or council file ID numbers related to this agreement:

Signing Authority - Department Directors up to $100K; $100K -$250K City Manager or Assistant City Manager; $250K+ Council Approval & Council Appointee or designee.

Department Review and Routing

AB 339 Review Confirmation (if needed) Purchase of goods - AB339 waived - no signature needed

Sign

Sign Alison Kerstetter (Nov 6, 2026 07:43:06 PST)

Sign

Sign

Sign

Docusign Envelope ID: 708B0746-3D36-8C08-80A4-4C0BAE844232

CONTRACT #: 2026-0014
AMENDMENT #: 01
CONTRACT NAME: Fleet Payment Solutions – Fleet Cards
NOT TO EXCEED AMOUNT (INCLUDING SUPPLEMENTS): $

DATE: 12/1/26
PROJECT: None
SOLICITATION: Cooperative
MOTION / DATE OR FILE ID: 12/1/26 2026-01858

CITY OF SACRAMENTO

CONTRACT AMENDMENT
CHANGE IN NOT-TO-EXCEED AMOUNT

The City of Sacramento ("City") and U.S. Bank National Association("Contractor"), as parties to that certain contract designated as Contract Number 2026-0014, including any and all prior amendments modifying the contract (the contract and all amendments are hereafter collectively referred to as the "Contract"), hereby amend the Contract as follows:

1. The maximum not-to-exceed amount that is specified in the Contract for payment of Contractor's fees and expenses is **increased** by $1,250,500, and the Contract's maximum not-to-exceed amount is amended as follows:

Contract's original not-to-exceed amount:	$ 249,500
Net change by previous amendments:	$ 0
Not-to-exceed amount prior to this amendment:	$ 249,500
Increase by this amendment:	$1,250,500
New not-to exceed amount including all amendments:	$1.500.000

2. Contractor warrants and represents that the person or persons executing this contract amendment on behalf of Contractor is duly authorized by Contractor to sign this amendment and bind Contractor to the terms hereof.

3. Except as specifically revised herein, all terms and conditions of the Contract shall remain in full force and effect, and Contractor shall perform as required under the Contract, as modified by this amendment.

[SIGNATURES ON FOLLOWING PAGE]

Docusign Envelope ID: 708B0746-3D36-8C08-80A4-4C0BAE844232

SUPPLEMENTAL CONTRACT

Approval Recommended By:

Project Manager

Approved As To Form By:

City Attorney

Approved By:

Signed by:
Ryan Soldivia Vice President 11/17/2026
36870577946C476...

Contractor

Attest:

City Clerk

Approved By:

Ryan Moore, Assistant City Manager
City of Sacramento