

DRAFT**RESOLUTION 20xx-xxx**

RESOLUTION AUTHORIZING AMENDMENT NO. 3 TO THE AGREEMENT WITH PLANETBIDS, INC. TO PROVIDE VENDOR AND BID MANAGEMENT SERVICES FOR AN ADDITIONAL \$137,337 FOR A NEW NOT TO EXCEED AGREEMENT TOTAL OF \$625,613. FUNDS FOR CURRENT FISCAL YEAR ARE BUDGETED; ALL FUNDS FOR FUTURE FISCAL YEARS WILL BE BUDGETED IN THE APPROPRIATE FISCAL YEAR, SUBJECT TO BOARD APPROVAL UPON ADOPTION OF EACH FISCAL YEAR'S BUDGET.

WHEREAS, the San Diego Unified Port District (District) is a public corporation created by the legislature in 1962 pursuant to Harbors and Navigation Code Appendix 1, (Port Act); and

WHEREAS, the Board of Port Commissioners (Board) adopted Board Policy No. 110 to establish a policy governing the processing and administration of public projects, consulting and service agreements, the purchasing of supplies, materials, and equipment, and grants; and

WHEREAS, on June 26, 2013, the District entered into an agreement with PlanetBids, Inc. (PlanetBids) for Vendor and Bid Management Services to enable the District's Procurement Services staff to issue and receive bids and proposals electronically and manage and maintain the vendor database; and

WHEREAS, the agreement was entered following a Request for Proposal (RFP) competition issued on October 4, 2012, identifying PlanetBids as the best value option capable of providing Vendor and Bid Management Services; and

WHEREAS, this agreement, initially valued at \$385,384, was later amended to extend the date of services to July 31, 2025, and increase the not to exceed amount to \$488,276 as permitted by policy; and

WHEREAS, this adjustment was necessary to extend services and accommodate the growth in the number of Procurement Services staff, the growing demands for solicitations and to ensure the continued support of the Port's operations; and

WHEREAS, District Information Technology (IT) staff are currently undertaking an upgrade to the District's SAP Enterprise Resource Planning (ERP) Systems; and

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WHEREAS, in partnership with Procurement Services staff the ERP System upgrade includes the evaluation and upgrade of the District's procurement platforms; and

WHEREAS, while this effort is underway, the District will leverage their existing Vendor and Bid Management Services Agreement with PlanetBids to ensure continuity of operations for these vital services that allow District Procurement Services staff to issue and receive solicitations electronically; and

WHEREAS, staff recommends the Board authorize an amendment to the agreement (Attachment A to the corresponding agenda on file with the Office of the District Clerk) with PlanetBids, for vendor and bid management services to extend the agreement from July 31, 2025 to July 31, 2028, in an amount not to exceed of \$625,613, to continue facilitating electronic bidding for goods, services, and public projects as part of the District's ongoing effort to reduce costs through efficient and effective best management practices.

NOW, THEREFORE, BE IT RESOLVED by the Board of Port Commissioners of the San Diego Unified Port District, as follows:

That the Executive Director or their designated representative is hereby authorized and directed to execute Amendment No. 3 to the Agreement with PlanetBids, Inc. for Vendor and Bid Management Services to extend the agreement from July 31, 2025 to July 31, 2028, for an additional \$137,337, and a new not to exceed total of \$625,613. Funding for this amendment is budgeted within the current fiscal year, and will continue to be budgeted in future fiscal years.

APPROVED AS TO FORM AND LEGALITY:
GENERAL COUNSEL

By: Assistant/Deputy

PASSED AND ADOPTED by the Board of Port Commissioners of the San Diego Unified Port District, this 11th day of March 2025, by the following vote: