

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



**ITEM: 3.20
(ID # 30337)**

MEETING DATE:
Tuesday, May 12, 2026

FROM : PURCHASING AND FLEET SERVICES

SUBJECT: PURCHASING AND FLEET SERVICES: Approval of Amendment No. 1 to the County of Riverside Fleet Services and Supplies Agreements with Riverside County Superintendent of Schools, City of Blythe, City of San Jacinto, and Palo Verde Valley Transit Agency through June 30, 2030; All Districts. [\$0]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve Amendment No. 1 to the County of Riverside Fleet Services and Supplies Agreements with the Riverside County Superintendent of Schools, the City of Blythe, City of San Jacinto, and Palo Verde Valley Transit Agency to increase the maximum contract amounts from a not to exceed amount of \$100,000 to \$200,000 annually through June 30, 2030; and authorize the Director of Purchasing and Fleet Services to sign the agreements on behalf of the County; and
2. Authorize the Director of Purchasing and Fleet Services to sign future amendments, approved as to form by County Counsel, to the County of Riverside Fleet Services and Supplies Agreement with the Riverside County Superintendent of Schools, the City of Blythe, City of San Jacinto, and Palo Verde Valley Transit Agency that exercise the options of the agreement and makes modifications to the scope of services that stay within the intent of the agreement.


ACTION: Policy


Meghan Hahn, Director of Procurement 4/22/2026

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Gutierrez, seconded by Supervisor Perez and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Medina, Spiegel, Washington, Perez, and Gutierrez
Nays: None
Absent: None
Date: May 12, 2026
xc: Purchasing

Kimberly A. Rector
Clerk of the Board
By: 
Deputy

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,
STATE OF CALIFORNIA**

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:
REVENUE	\$0	\$0	\$0	\$0
NET COUNTY COST	\$0	\$0	\$0	\$0
SOURCE OF FUNDS:			Budget Adjustment: No	
			For Fiscal Year: 25/26-29/30	

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

This item requests approval to amend existing County of Riverside Fleet Services and Supplies Agreements with the Riverside County Superintendent of Schools, the City of Blythe, City of San Jacinto, and Palo Verde Valley Transit Agency to accommodate an increased demand for fuel and fleet-related services by all entities.

On August 4, 2020 (Agenda Item 3.36, MT #12767), the Board of Supervisors authorized the Director of Purchasing & Fleet Services to enter into revenue generating operational agreements with non-County governmental entities for Fleet services in an amount not to exceed \$100,000 annually per agreement. Pursuant to this authorization, Purchasing and Fleet Services executed County of Riverside Fleet Services and Supplies Agreements with the Riverside County Office of Education, City of Blythe, City of San Jacinto, and Palo Verde Valley Transit Agency. Due to increased fuel costs and expanded service needs, all entities have requested an increase to their authorized purchasing allowances.

Purchasing and Fleet Services currently provides gasoline, diesel fuel, and car wash services to numerous agencies, districts and municipal corporations within the County of Riverside using the County's on-hand inventory of on-road vehicle fuel. The County sells more than 440,000 gallons of fuel annually to these entities. This activity helps offset the costs associated with operating and maintaining County fueling and fleet infrastructure, benefiting both internal and external Fleet Services customers.

These agreements operate largely as a pass-through for fuel costs. While the agreements authorize transactions of up to \$200,000 annually, approximately 90% represents the direct cost of fuel, which Fleet Services pays to the fuel supplier once payment is received from the participating entities. As such, only a small portion of the agreement amount reflects cost recovery related to the operation and maintenance of County fueling infrastructure.

Impact on Residents and Businesses

There is no direct impact on residents and businesses.

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,
STATE OF CALIFORNIA**

ATTACHMENTS:

Attachment A: Amendment No. 1 to the County of Riverside Fleet Services and Supplies Agreement with Riverside County Superintendent of Schools

Attachment B: Amendment No. 1 to the County of Riverside Fleet Services and Supplies Agreement with City of Blythe

Attachment C: Amendment No. 1 to the County of Riverside Fleet Services and Supplies Agreement with the City of San Jacinto

Attachment D: Amendment No. 1 to the County of Riverside Fleet Services and Supplies Agreement with Palo Verde Valley Transit Agency


Aaron Gettis, Chief Deputy County Counsel 4/27/2026

**Amendment No. 1 to the County of Riverside
Fleet Services and Supplies Agreement**

Term:	July 1, 2025 through June 30, 2030
Effective Date of Amendment No. 1:	Upon Signature of Both Parties
Original Maximum Contract Amount:	\$100,000
Amended Maximum Contract Amount:	\$200,000 Annually
Agreement No.:	C1009755

This **Amendment No. 1 to the County of Riverside Fleet Services and Supplies Agreement** (“Amendment No. 1”) is made and entered into by and between the County of Riverside, a political subdivision of the State of California, through its Purchasing and Fleet Services Department, (“County”) and the Riverside County Superintendent of Schools (“Customer”). Customer and County are sometimes referred to herein individually as a “Party” and collectively as the “Parties”.

RECITALS

WHEREAS, County and Customer entered into that certain County of Riverside Fleet Services and Supplies Agreement, executed July 31, 2025, (“Agreement”); and

WHEREAS, County and Customer now desire to amend the Agreement to increase the maximum contract amount;

NOW THEREFORE, the Parties agree as follows:

1. **Recitals.** The above recitals are true and correct and are incorporated herein by reference.
2. **Payment Provisions.** The fourth sentence of Subsection A. of Section II. PAYMENT PROVISIONS of the Agreement is hereby amended to increase the maximum contract amount from a not to exceed amount of \$100,000 to \$200,000 annually, as follows:

“The total value of services provided by County to Customer shall not exceed \$200,000 annually, unless the County of Riverside Board of Supervisors’ approval is obtained.”
3. **Miscellaneous.** All other terms and conditions of the Agreement not modified herein shall remain unchanged and in full force and effect.
4. **Effective Date.** This Amendment No. 1 shall be effective upon signature of this Amendment No. 1 by both Parties.
5. **Counterparts; Electronic Signatures.** This Amendment No. 1 may be executed in any number of counterparts, each of which will be an original, but all of which together will constitute one instrument. Each Party to this Amendment No. 1 agrees to the use of electronic signatures, such as digital signatures that meet the requirements of the California Uniform Electronic Transactions Act (“CUETA”) Cal. Civ. Code §§ 1633.1 to 1633.17), for

**Amendment No. 1 to the County of Riverside
Fleet Services and Supplies Agreement**

executing this Amendment No. 1. The Parties further agree that the electronic signatures of the Parties included in this Amendment No. 1 are intended to authenticate this writing and to have the same force and effect as manual signatures. Electronic signature means an electronic sound, symbol, or process attached to or logically associated with an electronic record and executed or adopted by a person with the intent to sign the electronic record pursuant to the CUETA as amended from time to time. The CUETA authorizes use of an electronic signature for transactions and contracts among Parties in California, including a government agency. Digital signature means an electronic identifier, created by computer, intended by the Party using it to have the same force and effect as the use of a manual signature, and shall be reasonably relied upon by the Parties. For purposes of this section, a digital signature is a type of "electronic signature" as defined in subdivision (i) of Section 1633.2 of the Civil Code.

IN WITNESS WHEREOF, the Parties hereto have caused their duly authorized representatives to execute this Amendment No. 1.

COUNTY OF RIVERSIDE, a political
subdivision of the State of California

**RIVERSIDE COUNTY SUPERINTENDENT
OF SCHOOLS**

By: _____

By:  _____

Meghan Hahn
Director of Purchasing and Fleet Services


Matt Snellings, Executive Director
Operational Support Services

Dated: _____

Dated: 3.19.26

APPROVED AS TO FORM:

Minh C. Tran
County Counsel

By:  _____

Danielle Maland
Deputy County Counsel

**Amendment No. 1 to the County of Riverside
Fleet Services and Supplies Agreement
(Fuel and Car Washes Only)**

Term:	June 11, 2025 through June 30, 2030
Effective Date of Amendment No. 1:	Upon Signature of Both Parties
Original Maximum Contract Amount:	\$100,000
Amended Maximum Contract Amount:	\$200,000 Annually
Agreement No.:	2025-022 A

This **Amendment No. 1 to the County of Riverside Fleet Services and Supplies Agreement** (“Amendment No. 1”) is made and entered into by and between the County of Riverside, a political subdivision of the State of California, through its Purchasing and Fleet Services Department (“County”), and the City of Blythe, a California municipal corporation (“Customer”). Customer and County are sometimes referred to herein individually as a “Party” and collectively as the “Parties”.

RECITALS

WHEREAS, County and Customer entered into that certain County of Riverside Fleet Services and Supplies Agreement (Fuel and Car Washes Only), executed June 11, 2025 (“Agreement”); and

WHEREAS, County and Customer now desire to amend the Agreement to increase the maximum contract amount.

NOW THEREFORE, the Parties agree as follows:

1. **Recitals.** The above recitals are true and correct and are incorporated herein by reference.
2. **Payment Provisions.** The fourth sentence of Subsection A. of Section II. PAYMENT PROVISIONS of the Agreement is hereby amended to increase the maximum contract amount from a not to exceed amount of \$100,000 to \$200,000 annually, as follows:

“The total value of services provided by County to Customer shall not exceed \$200,000 annually, unless the County of Riverside Board of Supervisors’ approval is obtained.”
3. **Miscellaneous.** All other terms and conditions of the Agreement not modified herein shall remain unchanged and in full force and effect.
4. **Effective Date.** This Amendment No. 1 shall be effective upon signature of this Amendment No. 1 by both Parties.
5. **Counterparts; Electronic Signatures.** This Amendment No. 1 may be executed in any number of counterparts, each of which will be an original, but all of which together will constitute one instrument. Each Party to this Amendment No. 1 agrees to the use of electronic signatures, such as digital

**Amendment No. 1 to the County of Riverside
Fleet Services and Supplies Agreement
(Fuel and Car Washes Only)**

signatures that meet the requirements of the California Uniform Electronic Transactions Act (“CUETA”) Cal. Civ. Code §§ 1633.1 to 1633.17), for executing this Amendment No. 1. The Parties further agree that the electronic signatures of the Parties included in this Amendment No. 1 are intended to authenticate this writing and to have the same force and effect as manual signatures. Electronic signature means an electronic sound, symbol, or process attached to or logically associated with an electronic record and executed or adopted by a person with the intent to sign the electronic record pursuant to the CUETA as amended from time to time. The CUETA authorizes use of an electronic signature for transactions and contracts among Parties in California, including a government agency. Digital signature means an electronic identifier, created by computer, intended by the Party using it to have the same force and effect as the use of a manual signature, and shall be reasonably relied upon by the Parties. For purposes of this section, a digital signature is a type of “electronic signature” as defined in subdivision (i) of Section 1633.2 of the Civil Code.

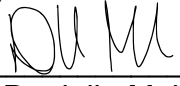
IN WITNESS WHEREOF, the Parties hereto have caused their duly authorized representatives to execute this Amendment No. 1.

COUNTY OF RIVERSIDE, a political subdivision of the State of California

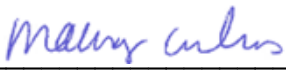
By: _____
Meghan Hahn
Director of Purchasing and Fleet Services

Dated: _____

APPROVED AS TO FORM:
Minh C. Tran
County Counsel


By:  _____
Danielle Maland
Deputy County Counsel

CITY OF BLYTHE, a California municipal corporation

By:  _____
Mallory Crecelius
Interim City Manager

Dated: April 8, 2026

APPROVED AS TO FORM:
City Attorney

By:  _____
Brittany Roberto
City Attorney

**Amendment No. 1 to the County of Riverside
Fleet Services and Supplies Agreement
(Fuel and Car Washes Only)**

Term:	July 3, 2025 through June 30, 2030
Effective Date of Amendment No. 1:	Upon Signature of Both Parties
Original Maximum Contract Amount:	\$100,000
Amended Maximum Contract Amount:	\$200,000 Annually

This **Amendment No. 1 to the County of Riverside Fleet Services and Supplies Agreement** (“Amendment No. 1”) is made and entered into by and between the County of Riverside, a political subdivision of the State of California, through its Purchasing and Fleet Services Department, (“County”) and the City of San Jacinto, a California municipal corporation, (“Customer”). Customer and County are sometimes referred to herein individually as a “Party” and collectively as the “Parties”.

RECITALS

WHEREAS, County and Customer entered into that certain County of Riverside Fleet Services and Supplies Agreement (Fuel and Car Washes Only), executed July 3, 2025, (“Agreement”); and

WHEREAS, County and Customer now desire to amend the Agreement to increase the maximum contract amount;

NOW THEREFORE, the Parties agree as follows:

1. **Recitals.** The above recitals are true and correct and are incorporated herein by reference.
2. **Payment Provisions.** The fourth sentence of Subsection A. of Section II. PAYMENT PROVISIONS of the Agreement is hereby amended to increase the maximum contract amount from a not to exceed amount of \$100,000 to \$200,000 annually, as follows:

“The total value of services provided by County to Customer shall not exceed \$200,000 annually, unless the County of Riverside Board of Supervisors’ approval is obtained.”
3. **Miscellaneous.** All other terms and conditions of the Agreement not modified herein shall remain unchanged and in full force and effect.
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**Amendment No. 1 to the County of Riverside
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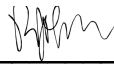
Transactions Act (“CUETA”) Cal. Civ. Code §§ 1633.1 to 1633.17), for executing this Amendment No. 1. The Parties further agree that the electronic signatures of the Parties included in this Amendment No. 1 are intended to authenticate this writing and to have the same force and effect as manual signatures. Electronic signature means an electronic sound, symbol, or process attached to or logically associated with an electronic record and executed or adopted by a person with the intent to sign the electronic record pursuant to the CUETA as amended from time to time. The CUETA authorizes use of an electronic signature for transactions and contracts among Parties in California, including a government agency. Digital signature means an electronic identifier, created by computer, intended by the Party using it to have the same force and effect as the use of a manual signature, and shall be reasonably relied upon by the Parties. For purposes of this section, a digital signature is a type of "electronic signature" as defined in subdivision (i) of Section 1633.2 of the Civil Code.

IN WITNESS WHEREOF, the Parties hereto have caused their duly authorized representatives to execute this Amendment No. 1.

COUNTY OF RIVERSIDE, a political subdivision of the State of California

CITY OF SAN JACINTO, a California municipal corporation

By: _____

By:  _____

Meghan Hahn
Director of Purchasing and Fleet Services


Robert A. Johnson
City Manager

Dated: _____

Dated: 4/8/2026 _____

APPROVED AS TO FORM:

Minh C. Tran
County Counsel

By:  _____

Danielle Maland
Deputy County Counsel

**Amendment No. 1 to the County of Riverside
Fleet Services and Supplies Agreement
(Fuel and Car Washes Only)**

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This **Amendment No. 1 to the County of Riverside Fleet Services and Supplies Agreement** (“Amendment No. 1”) is made and entered into by and between the County of Riverside, a political subdivision of the State of California, through its Purchasing and Fleet Services Department, (“County”) and the Palo Verde Valley Transit Agency, a Joint Powers Agency, (“Customer”). Customer and County are sometimes referred to herein individually as a “Party” and collectively as the “Parties”.

RECITALS

WHEREAS, County and Customer entered into that certain County of Riverside Fleet Services and Supplies Agreement (Fuel and Car Washes Only), executed June 11, 2025, (“Agreement”); and

WHEREAS, County and Customer now desire to amend the Agreement to increase the maximum contract amount;

NOW THEREFORE, the Parties agree as follows:

1. **Recitals.** The above recitals are true and correct and are incorporated herein by reference.
2. **Payment Provisions.** The fourth sentence of Subsection A. of Section II. PAYMENT PROVISIONS of the Agreement is hereby amended to increase the maximum contract amount from a not to exceed amount of \$100,000 to \$200,000 annually, as follows:

“The total value of services provided by County to Customer shall not exceed \$200,000 annually, unless the County of Riverside Board of Supervisors’ approval is obtained.”
3. **Miscellaneous.** All other terms and conditions of the Agreement not modified herein shall remain unchanged and in full force and effect.
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IN WITNESS WHEREOF, the Parties hereto have caused their duly authorized representatives to execute this Amendment No. 1.

COUNTY OF RIVERSIDE, a political subdivision of the State of California

By: _____

Meghan Hahn
Director of Purchasing and Fleet Services

Dated: _____

PALO VERDE VALLEY TRANSIT AGENCY, a Joint Powers Agency

By:  _____

George Colangeli, General Manager
Palo Verde Valley Transit Agency

Dated: 03/26/2026

APPROVED AS TO FORM:

Minh C. Tran
County Counsel

By:  _____

Danielle Maland
Deputy County Counsel