



Office of the City Manager

CONSENT CALENDAR  
April 26, 2022

To: Honorable Mayor and Members of the City Council

From: Dee Williams-Ridley, City Manager

Submitted by: Henry Oyekanmi, Director, Finance

Subject: Formal Bid Solicitations and Request for Proposals Scheduled for Possible Issuance After Council Approval on April 26, 2022

RECOMMENDATION

Approve the request for proposals or invitation for bids (attached to staff report) that will be, or are planned to be, issued upon final approval by the requesting department or division. All contracts over the City Manager's threshold will be returned to Council for final approval.

Total estimated cost of items included in this report is **\$10,914,400**.

<u>PROJECT</u>	<u>Fund</u>	<u>Source</u>	<u>Amount</u>
Recruitments for HR Director and IT Director	011	General Fund	\$80,000
Ohlone Park (East) Playground Replacement and Site Improvements	138 511	Parks Tax Measure T1 – Infrastructure and Facilities	\$834,400
On-Call Architectural Services for City Facilities	TBD (on-call contract) T1, Parks Tax, General Fund	TBD	\$10,000,000
<b>Total:</b>			<b>\$10,914,400</b>

CURRENT SITUATION AND ITS EFFECTS

On May, 6, 2008, Council adopted Ordinance No. 7,035-N.S. effective June 6, 2008, which increased the City Manager's purchasing authority for services to \$50,000. As a result, this required report submitted by the City Manager to Council is now for those

purchases in excess of \$100,000 for goods; and \$200,000 for playgrounds and construction; and \$50,000 for services. If Council does not object to these items being sent out for bid or proposal within one week of them appearing on the agenda, and upon final notice to proceed from the requesting department, the IFB (Invitation for Bid) or RFP (Request for Proposal) may be released to the public and notices sent to the potential bidder/respondent list.

#### BACKGROUND

On May 6, 2008, Council adopted Ordinance No. 7,035-N.S., amending the City Manager's purchasing authority for services.

#### ENVIRONMENTAL SUSTAINABILITY AND CLIMATE IMPACTS

The Finance Department reviews all formal bid and proposal solicitations to ensure that they include provisions for compliance with the City's environmental policies. For each contract that is subject to City Council authorization, staff will address environmental sustainability considerations in the associated staff report to City Council.

#### RATIONALE FOR RECOMMENDATION

Need for the services.

#### ALTERNATIVE ACTIONS CONSIDERED

None.

#### CONTACT PERSON

Darryl Sweet, General Services Manager, Finance, 510-981-7329

#### Attachments:

- 1: Formal Bid Solicitations and Request for Proposals Scheduled For Possible Issuance After Council Approval on April 26, 2022
  - a. Recruitments for HR Director and IT Director
  - b. Ohlone Park (East) Playground Replacement and Site Improvements
  - c. On-Call Architectural Services for City Facilities

Note: Original of this attachment with live signature of authorizing personnel is on file in General Services.

SPECIFICATI ON NO.	DESCRIPTION OF GOODS / SERVICES BEING PURCHASED	APPROX. RELEASE DATE	APPROX. BID OPENING DATE	INTENDED USE	ESTIMATED COST	BUDGET CODE TO BE CHARGED	DEPT. / DIVISION	CONTACT NAME & PHONE
22-11517-C	Recruitments for HR Director and IT Director	4/27/2022	5/26/2022	Professional Executive Recruitment Services	\$80,000  (\$40K, per recruitment)	011-21-201-000-0000-000- 412-612990-	HR	Donald Ellison 981-6807
<b>Dept TOTAL</b>					\$80,000			
22-11518-C	Ohlone Park (East) Playground Replacement and Site Improvements	8/1/2022	8/1/23/22	Playground renovations, drainage, irrigation, ADA, and sitework improvements, new garden, and related improvements.	Total \$834,400  FY22 Parks Tax- \$334,400  FY23 Measure T1- \$400,000  FY24 Measure T1- \$100,000	138-52-545-000-0000-000- 461-663110-PRWPK20003: \$334,400  511-52-545-000-0000-000- 461-663110-PRWPK20003: \$500,000	Parks, Recreation, & Waterfront / Capital Projects	Evelyn Chan 981-6430  Stacey Rutherford 981-6738
<b>Dept TOTAL</b>					\$834,400			
22-11519-C	On-Call Architectural Services for City Facilities	6/1/2022	7/31/2022	Archtectural services for upcoming City T1 projects 3-year term for each contract.	\$10,000,000	TBD (on-call contract) T1, Parks Tax, General Fund	PW/ PRW	Elmar Kapfer 981-9391 Evelyn Chan 981-6430
<b>Dept TOTAL</b>					\$10,000,000			
<b>TOTAL</b>					<b>\$10,914,400</b>			

