



Office of the City Manager

CONSENT CALENDAR
October 12, 2021

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 October 12, 2021

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 \$750,000.

<u>PROJECT</u>	<u>Fund</u>	<u>Source</u>	<u>Amount</u>
The Development of a City Zero Waste Strategic Plan to identify a pathway guide to meet the City Zero Waste Goal	601	Zero Waste	\$500,000
City of Berkeley, Zero Waste Division Set Out and Participation Study	601	Zero Waste	\$250,000
Total:			\$750,000

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 October 12, 2021

- a) The Development of a City Zero Waste Strategic Plan to identify a pathway guide to meet the City Zero Waste Goal
- b) City of Berkeley, Zero Waste Division Set Out and Participation Study

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

DATE SUBMITTED: October 12, 2021

SPECIFICATION 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
22-11476-C	The Development of a City Zero Waste Strategic Plan to identify a pathway guide to meet the City Zero Waste Goal.	10/14/2021	12/9/2021	RFP to review and analyze the City's existing Zero Waste Programs and Ordinances. Development with significant public outreach a Zero Waste Strategic Plan (City doesn't have one) to provide a plan and analysis of pathways and potential costs to meet the City's Zero Waste Goal of 90% or 100% diversion of all materials currently landfilled	FY 2022 \$250,000 FY 2023 \$250,000 Total - \$500,000	601-54-627-731-0000-000-472-612990- 601-54-627-732-3019-000-472-612990 601-54-627-733-3019-000-472-612990 601-54-627-734-3023-000-472-612990 -	Public Works/ Zero Waste	Greg Apa 981-6359

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22-11477-C	City of Berkeley, Zero Waste Division Set Out and Participation Study	10/14/2021	12/9/2021	RFP to analyze for all residential and commercial Zero Waste Division customers' Set Out rate for refuse, recycling and green/food waste materials of carts and/or bins, Participation rate, volume/weight of these materials placed in the cart and/or bin, for each collection day, and a waste characterization study of the refuse materials delivered by third parties to the Transfer Station, This statistical study will provide needed information for the development of the City's Zero Waste Strategic Plan to meet the City's Zero Waste Goal of 90% or 100% diversion of all materials currently landfilled	FY 2022 \$250,000	601-54-627-731-0000-000-472-612990- 601-54-627-732-3019-000-472-612990 601-54-627-733-3019-000-472-612990 601-54-627-734-3023-000-472-612990 -	Public Works/ Zero Waste	Greg Apa 981-6359
Dept TOTAL					\$750,000			
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