



Office of the City Manager

CONSENT CALENDAR
July 12, 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 July 12, 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 **\$3,620,000**.

<u>PROJECT</u>	<u>Fund</u>	<u>Source</u>	<u>Amount</u>
Corporation Yard Green Room Improvements	511	Measure T1	\$1,200,000
Telegraph-Channing Garage Restroom Improvements	511	Measure T1	\$220,000
Business License Software	011	GF - Discretionary	\$200,000
Grove Park Field and Playground Renovations	511 138 501 306	Measure T1 Parks Tax Capital Improvement Capital Grants - State	\$2,000,000
Total:			\$3,620,000

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

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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 July 12, 2022

- a. Corporation Yard Green Room Improvements
- b. Telegraph-Channing Garage Restroom Improvements
- c. Business License Software
- d. Grove Park Field and Playground Renovations

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
22-11534-C	Corporation Yard Green Room Improvements	7/13/2022	8/13/2022	Renovation of the Corporation Yard Green Room (Building H). Scope includes architectural improvements, roof replacement, mechanical, electrical, and plumbing upgrades, and associated work.	\$1,200,000	511-54-623-677-0000-000- 444-662110- PWT1CB2209	PW/Eng	Titus Chen 981-6410
22-11535-C	Telegraph- Channing Garage Restroom Improvements	7/13/2022	8/13/2022	Renovation of two public restrooms and two tenant restrooms at the Telegraph- Channing Parking Garage. Scope includes new plumbing fixtures, wall, flooring, and ceiling finishes, lighting, and associated mechanical and electrical work.	\$220,000	511-54-623-677-0000-000- 444-662110- PWT1CB2207	PW/Eng	Titus Chen 981-6410
Dept TOTAL					\$1,420,000			
22-11537	Business License Software	7/13/2022	8/11/2022	Request for Information re: business license software	\$200,000	011-33-324-343-0000-000- 412-651120	Finance/Treasury	Rosario Riche 981-7334
Dept TOTAL					\$200,000			

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
22-11538-C	Grove Park Field and Playground Renovations	9/1/2022	10/1/2022	This project includes renovation of the ball fields, upgrades and ADA improvements to the ages 2-5 and ages 5-12 play areas, and picnic area.	\$2,000,000	Measure T1 \$700,000 511-52-545- 000 0000-000-461-663110- PRWT119004 Parks Tax \$750,000 138-52-545- 000 0000-000-461-663110- PRWT119004 CIP \$400,000 501-52-545- 000 0000-000-461-663110- PRWT119004 Prop 68 Funds \$150,000 306-52-545-000-0000-000- 461-663110- PRWT119004	PRW/ Capital Projects	Wendy Wellbrock 981-6346 Evelyn Chan 981-6430
Dept TOTAL					\$2,000,000			
TOTAL					\$3,620,000.00			