



Office of the City Manager

CONSENT CALENDAR  
January 17, 2023

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 January 17, 2023

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.

FISCAL IMPACTS OF RECOMMENDATION

Total estimated cost of items included in this report is **\$3,506,000**.

<u>PROJECT</u>	<u>Fund</u>	<u>Source</u>	<u>Amount</u>
Results Based Accountability Planning and Implementation	302 336	Operating Grants – State One-Time Grant Fund	\$210,000
CHVP Needs Assessment	312	Health (General)	\$400,000
Marina Selective Piling Replacement Project	511 501	Measure T1 – Infstr and Fac Capital Improvements	\$2,700,000
Human-Propelled Courier and Mail Room Services	674 621	Central Services Permit Service Center	\$56,000
Identity and Access Management (IAM) Assessment & Strategic Roadmap	011	Discretionary	\$140,000
<b>Total:</b>			<b>\$3,506,000</b>

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### 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 January 17,2023
  - a. Results Based Accountability Planning and Implementation
  - b. CHVP Needs Assessment
  - c. Marina Selective Piling Replacement Project
  - d. Human-Propelled Courier and Mail Room Services

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e. Identity and Access Management (IAM) Assessment & Strategic Roadmap

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

DATE SUBMITTED: December 6, 2022

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
23-11563-C	Results Based Accountability Planning and Implementation	1/17/2023	2/18/2023	Assistance in readiness assessment, planning and implementation of the Results Based Accountability Framework for the Health, Housing, and Community Services Department and its Divisions.	NTE \$210,000 from FY23-FY24  Breakdown by Fiscal Year:  FY23:  \$130,000  FY24:  \$80,000	FY23  \$100,000: HHOFPH2301- NONPERSONN- OPERATING- MISCPROFSV  302-51-501-501-0000- 000-451-612990-  FY24:  \$30,000: HHOCER2201- NONPERSONN- OPERATING- MISCPROFSV; 336-51- 501-501-2075-000-451- 612990-  FY24:  \$80,000: HHOFPH2301- NONPERSONN- OPERATING- MISCPROFSV  302-51-501-501-0000- 000-451-612990-	HHCS/ Public Health	Nelson Lam  981-6395
23-11565-C	CHVP Needs Assessment	1/24/2023	2/10/2023	Consultant time complete a needs assessment	\$400,000	Funding will be appropriated in AAO2 in 312-51-506-562-2055- 000-451-612990	Funding will be appropriated in AAO2 in 312-51-506- 562-2055-000- 451-612990	Janice Chin  981-5121
<b>DEPT. TOTAL</b>					<b>\$610,000</b>			

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23-11567-C	Marina Selective Piling Replacement Project	1/18/2023	2/18/2023	Project consists of selective piling replacements throughout the Marina. Many piles are deteriorated and failing causing a hazard at the marina. Piles will be replaced based on a condition assessment starting with piles that are in the worst condition.	\$2,700,000	511-52-545-000-0000-000-461-662110-PRWT122012 (T1 Fund) - \$1,200,000  501-52-545-000-0000-000-461-662110-PRWT122012 (CIP Fund) - \$1,500,000	PRW/Waterfront	Nelson Lam  981-6395
<b>DEPT. TOTAL</b>					<b>\$2,700,000</b>			
23-11568-C	Human-propelled courier and mail room services	1/18/2023	2/14/2023	Provision of satellite mail services, courier (commission packets), and mail room back-up	\$50,000        Total: \$56,000	674-33-325-347-0000-000-472-612990-  Mail room   621-53-584-622-0000-000-474-639130-  Planning Commission	Finance/General Services	Darryl Sweet  981-7329
<b>DEPT. TOTAL</b>					<b>\$56,000</b>			

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23-11569-C	Identity and Access Management (IAM) Assessment & Strategic Roadmap	1/17/2023	2/18/2023	Seeking request for proposal (RFP) from vendor who will conduct assessment and deliver a 3-year strategic roadmap to establish an enterprise Identity and Access Management (IAM) solutions	\$140,000	011-35-363-382-0000- 000-472-612990	011-35-363- 382-0000-000- 472-612990	Thomas Ray  981-6542
<b>Dept TOTAL</b>					<b>\$140,000.00</b>			
<b>TOTAL</b>					<b>\$3,506,000.00</b>			