



Office of the City Manager

CONSENT CALENDAR
July 11, 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 July 11, 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 \$482,500.

<u>PROJECT</u>	<u>Fund</u>	<u>Source</u>	<u>Amount</u>
Towing Services Contract	011	GF - Discretionary	\$180,000
Woolsey-Eton Intersection Improvements City Project No.: PWTRTC2202	130	Measure B – Local Streets and Roads	\$302,500
Total:			\$482,500

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

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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 goods and/or 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 11, 2023
 - a. Towing Services Contract
 - b. Woolsey-Eton Intersection Improvements - City Project No. PWTRTC2202

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

DATE SUBMITTED: July 11, 2023

SPECIFICATION NO.	DESCRIPTION OF GOODS / SERVICES BEING	APPROX. RELEASE DATE	APPROX. BID OPENING DATE	INTENDED USE	ESTIMATED COST	BUDGET CODE TO BE CHARGED	DEPT. / DIVISION	CONTACT NAME & PHONE
23-11612-C	Towing Services Contract	8/1/23	8/29/2023	The Contractor agrees to perform all services described in Exhibit A, in accordance with its stated terms and conditions. Exhibit A is attached to made a part of the proposed contract.	\$180,000 NTE	011-71-702-805-0000-000-421-612990	Police Department	Lt Jen Tate 981-5983
DEPT. TOTAL					\$180,000			
23-11614-C	Woolsey-Eton Intersection Improvements City Project No.: PWTRTC2202	7/15/23	8/31/2023	Construction of traffic circle, medians, curb ramps, sidewalk, curb, gutter, raised crosswalk, asphalt concrete pavement, and pavement markings. Removal of two existing street trees.	\$302,500 (includes 10% construction contingency)	FY2023: 130-54-622-668-0000-000-431-665110-(PWTRTC2202)	Public Works - Transportation	Ken Jung 981-7028
DEPT. TOTAL					\$302,500			
TOTAL					\$482,500			

