



Office of the City Manager

CONSENT CALENDAR
February 9, 2016

To: Honorable Mayor and Members of the City Council

From: *DWR* Dee Williams-Ridley, Interim City Manager

Submitted by: Henry Oyekanmi, Finance Director, Finance Department

Subject: Formal Bid Solicitation and Request for Proposal Scheduled for Possible Issuance After Council Approval on February 9, 2016

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 **\$8,654,194**.

<u>PROJECT</u>	<u>Fund</u>	<u>Source</u>	<u>Amount</u>
Information Technology Strategic Plan and Cost Allocation Plan	010	General Fund	\$75,000
Off-Street Parking Garage Management	835	Off-Street Parking Fund	\$8,579,194
Total:			\$8,654,194

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 playground 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 or RFP may be sent out 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

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.

CONTACT PERSON

Dennis Dang, Acting General Services Manager, Finance, 510-981-7329

Attachments:

- 1: Formal Bid Solicitation and Request for Proposal Scheduled For Possible Issuance After Council Approval on February 09, 2016.
 - a) Information Technology Strategic Plan and Cost Allocation Plan
 - b) Off-Street Parking Garage Management

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

DATE SUBMITTED: February 09, 2016

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
16-11013-C	Information Technology Strategic Plan and Cost Allocation Plan	2/11/2016	3/8/2016	Information Systems and Technology (IST) Strategic Plan and Information Technology Cost Allocation Plan	\$ 75,000	010-2701-410-3038	Information Technologies	Savita Chaudhary 981-6541
DEPT. TOTAL					\$ 75,000			
16-11014-C	Off-Street Parking Garage Management	2/10/2016	3/17/2016	A five-year (5) all-inclusive 24/7 Parking Garage Management/Operator Agreement for three (3) City-Owned facilities.	FY17=\$694,355 FY18=\$1,492,538 FY19=\$2,068,103 FY20=\$2,130,147 FY21=\$2,194,051 Total: \$8,579,194	835-4941-410-30.38 835-4947-410-30.38 835-4942-410-30.38	Public Works/Transp	Danette Perry 981-7057
DEPT. TOTAL					\$8,579,194			
GRAND TOTAL					\$8,654,194			

