



Office of the City Manager

CONSENT CALENDAR
February 28, 2017

To: Honorable Mayor and Members of the City Council

From: *DWR* 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 February 28, 2017

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 RECOMMENDATIONTotal estimated cost of items included in this report is **\$150,000**.

<u>PROJECT</u>	<u>Fund</u>	<u>Source</u>	<u>Amount</u>
On-Call Hazardous Waste Management	010 391 820 181 825 830	General Fund Measure B Local St. & Rd. Zero Waste CA Integrated Waste Mgmt Marina Operations/Maintenance Sanitary Sewer Operation	\$150,000 total, over 3 years (Estimated \$50,000 per year)
Total:			\$150,000

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 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.

Formal Bid Solicitations and Request for Proposals
Scheduled For Possible Issuance After Council
Approval On February 28, 2017

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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

Shari Hamilton, General Services Manager, Finance, 510-981-7329

Attachments:

1: Formal Bid Solicitations and Request for Proposals Scheduled For Possible Issuance After Council Approval on February 28, 2017

- a) On-Call Hazardous Waste Management

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

DATE SUBMITTED: February 28, 2017

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
17-11112-C	On-Call Hazardous Waste Management	3/1/2017	3/30/2017	Hazardous waste management services include the proper clean-up, collection, storage, handling, packaging, documentation, transportation, transfer, and disposal of hazardous waste obtained from: abandoned hazardous waste found in public right-of-ways that is collected by City staff; accidental spills or discharges in the public right-of-ways or on other public property that will be cleaned-up and remediated by the contractor; and hazardous waste generated through daily operations by City Staff.	\$150,000 total, over 3 years (Estimated \$50,000 per year)	010-5403-410.30-39 391-5403-431.30-39 820-5403-432.30-39 181-5403-450.30-39 181-5903-450.30-39 825-5903-450.30-39 830-5403-432.30-39	Public Works	Joy Brown 981-6629
	DEPT. TOTAL				\$150,000			
	GRAND TOTAL				\$150,000			

