



Office of the City Manager

CONSENT CALENDAR  
May 2, 2017

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 May 2, 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 RECOMMENDATION

Total estimated cost of items included in this report is **\$1,200,000**.

<u>PROJECT</u>	<u>Fund</u>	<u>Source</u>	<u>Amount</u>
On-Call Geotechnical and Engineering Testing Services	830	Sanitary Sewer Operation	\$1,200,000
<b>Total:</b>			<b>\$1,200,000</b>

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

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 May 2, 2017.

- a) On-Call Geotechnical and Engineering Testing Services

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

DATE SUBMITTED: May 2, 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
17-11132-C	On-Call Geotechnical and Engineering Testing Services	5/30/2017	7/11/2017	Provide On-Call Geotechnical and Engineering Testing Services	Total NTE \$1,200,000  (approx. Year 1 \$400,000  Year 2 \$400,000  Year 3 \$400,000)	Funding is project based and subject to available funding.  Initial funding will be in 830-5213-432-3035	Public Works - Engineering	Mitchell Buttress 981- 6337
<b>DEPT. TOTAL</b>					<b>\$1,200,000</b>			
<b>GRAND TOTAL</b>					<b>\$1,200,000</b>			

