



Office of the City Manager

CONSENT CALENDAR
June 13, 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 June 13, 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 **\$1,400,000**.

<u>PROJECT</u>	<u>Fund</u>	<u>Source</u>	<u>Amount</u>
Enterprise Module "Needs Assessment"	609	FUND\$ Replacement	\$400,000
Center Street Plaza	391 452	Measure B Local Street & Road Streets & OP.SP.IMP.Fund	\$1,000,000
Total:			\$1,400,000

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 June 13, 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 June 13, 2017.

- a) Enterprise Module "Needs Assessment"
- b) Center Street Plaza

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

DATE SUBMITTED: June 13, 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
17-11149-C	Enterprise Module "Needs Assessment"	6/14/2017	7/6/2017	Needs Assessment to replace the following Enterprise modules: Work orders Business license Property tax and Refuse Billing	\$400,000	609-2702-410-3038	IT/ERP	Tasha Tervalon 981-5347
DEPT. TOTAL					\$400,000			
17-11150-C	Center Street Plaza	6/14/2017	7/6/2017	Civil engineering, transportation analysis, landscape architecture and urban design, and other related services for design of transportation and infrastructure improvements to Center Street between Shattuck Avenue and Oxford Street	\$1,000,000	391-4950-431.30-35 452-4950-431.30-35 17ST05	Public Works/ Transportation	Aaron Sage 981-6399
DEPT. TOTAL					\$1,000,000			
GRAND TOTAL					\$1,400,000			

