



Office of the City Manager

CONSENT CALENDAR
June 27, 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 27, 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 **\$225,000**.

<u>PROJECT</u>	<u>Fund</u>	<u>Source</u>	<u>Amount</u>
Raise a Sunken Boat at the Berkeley Marina	628 825	Dept. of Boating & Waterway Marina Operations	\$56,000 \$24,000 Total: \$80,000
Microsoft® Office 365 Migration	010	General Fund	\$145,000
Total:			\$225,000

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 27, 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 27, 2017
 - a) Raise a Sunken Boat at the Berkeley Marina
 - b) Microsoft® Office 365 Migration

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

DATE SUBMITTED: June 27, 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
17-11151-C	Raise a Sunken Boat at the Berkeley Marina	6/28/2017	7/13/2017	Raise and/or remove sunken boat at the Berkeley Marina (30 ton steel hull sailboat 50' in length)	\$56,000 CDBW Grant	See two budget codes below: 628-5903-450-3038	PRW/ Waterfront	Ali Endress 981-6737 Brian Gavin 981-6744
					\$24,000 CoB Match and Delta	825-5903-450-30.38 Required \$8,000 matching, plus additional \$16,000 to meet total estimated cost.		
DEPT. TOTAL					\$80,000			
17-11152-C	Microsoft® Office 365 Migration	6/30/2017	7/20/2017	Migration of MS Exchange Email, MS Office, MS OneDrive (Productivity Tools) to Cloud based Services	\$145,000	010-2704-410-7047	IT	Savita Chaudhary 981-6541
DEPT. TOTAL					\$145,000			
GRAND TOTAL					\$225,000			

