



Office of the City Manager

CONSENT CALENDAR
December 19, 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 December 19, 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 **\$4,100,000.00**.

| <u>PROJECT</u> | <u>Fund</u> | <u>Source</u> | <u>Amount</u> |
|--|-------------|--------------------------|-----------------------|
| Litter/Leaf Abatement – Sweeping/Graffiti Services | 820 | Zero Waste Fund | \$640,000 |
| Sanitary Sewer Rehabilitation: FY 2018 Manhole Rehabilitation | 830 | Sanitary Sewer Operation | \$500,000 |
| Sanitary Sewer Rehabilitation- Urgent Sewer Repair FY 2018 | 830 | Sanitary Sewer Operation | \$500,000 |
| On-Call Civil Engineering Services | 830 | Sanitary Sewer Operation | \$2,400,000 |
| 2018 Community Survey | 010 | General Fund | \$60,000 |
| Total: | | | \$4,100,000.00 |

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 playgrounds 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 released to the public and notices sent 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 December 19, 2017.

- a) Litter/Leaf Abatement – Sweeping/Graffiti Services
- b) Sanitary Sewer Rehabilitation: FY 2018 Manhole Rehabilitation
- c) Sanitary Sewer Rehabilitation-Urgent Sewer Repair FY 2018
- d) On-Call Civil Engineering Services
- e) 2018 Community Survey

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

DATE SUBMITTED: December 19, 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 |
|--------------------|--|----------------------|--------------------------|--|---|---|----------------------|---|
| 18-11185-C | Litter and Leaf Removal – Graffiti Removal Services from City Streets. | 12/13/2017 | 1/4/2018 | Litter/Leaf Abatement – Sweeping/Graffiti Services | \$160,000 - FY2018 320,000 – FY2019 \$160,000 – FY2020 | 820-5502-432-3038 | Public Works Streets | Kem Loong 589-8737 |
| DEPT. TOTAL | | | | | \$640,000 | | | |
| 18-11186-C | To rehabilitate and replace old and deteriorated sanitary sewer manholes. | 12/13/2017 | 1/4/2018 | Sanitary Sewer Rehabilitation: FY 2018 Manhole Rehabilitation | \$500,000 | 830-5213-432.6510-18SR02 | PW/Eng | Kenneth Emeziem 981-6444 Tiffany Pham 981-6427 |
| DEPT. TOTAL | | | | | \$500,000 | | | |
| 18-11187-C | Sewer rehabilitation and replacement project to repair and replace old and deteriorated sewer lines. | 12/13/2017 | 1/4/2018 | Sewer rehabilitation and replacement project to repair and replace old and deteriorated sewer lines. | \$500,000 | 830-5213-432-6510 – 18SR02 | PW/ Eng | Kenneth Emeziem 981-6444 Adadu Yemane 981-6413 |
| DEPT. TOTAL | | | | | \$500,000 | | | |
| 18-11188-C | To select civil engineering firms to provide design services for sanitary sewer rehabilitation projects needed to comply with the Consent Decree | 12/13/2017 | 1/4/2018 | On-Call Civil Engineering Services | FY 2019: \$800,000 FY 2020: \$800,000 FY 2021: \$800,000 | 830-5213-432.30-35-19SR02 830-5213-432.30-35-20SR02 830-5213-432.30-35-21SR02 | PW/ Eng | Kenneth Emeziem 981-6444 Tiffany Pham 981-6427 |
| DEPT. TOTAL | | | | | \$2,400,000 | | | |
| 18-11189-C | Community Survey | 12/20/2017 | 1/11/2017 | 2018 Community Survey | \$60,000 | 010-0701-410-3038 | CMO | Matthai Chakko 981-7008 |
| DEPT. TOTAL | | | | | \$60,000 | | | |
| GRAND TOTAL | | | | | \$4,100,000 | | | |

