



Office of the City Manager

CONSENT CALENDAR
January 20, 2026

To: Honorable Mayor and Members of the City Council
 From: Paul Buddenhagen, City Manager
 Submitted by: Henry Oyekanmi, Director, Finance
 Subject: Formal Bid Solicitations and Request for Proposals Scheduled for Possible Issuance After Council Approval on January 20, 2026

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 **\$480,000**

Project	Fund	Source	Amount
Vehicle Parts and Related Equipment	672	Equipment MTC.	\$480,000
Total:			\$480,000

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 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 (Invitation for Bid) or RFP (Request for Proposal) 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

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ENVIRONMENTAL SUSTAINABILITY AND CLIMATE IMPACTS

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.

RATIONALE FOR RECOMMENDATION

Need for the goods and/or services.

ALTERNATIVE ACTIONS CONSIDERED

None.

CONTACT PERSON

Henry Oyekanmi, Director of Finance, 510-981-7329

Attachments:

1. Vehicle Parts and Related Equipment

Note: Originals of these attachments, with the live signatures of authorizing personnel, are on file in General Services.

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
26-11779-C	Invitation for Bids (IFB): Vehicle Parts and Related Equipment – OEM, OES, and Aftermarket Pricing	1/21/26	2/22/2026	Vehicle Parts and Related Equipment – Original Equipment Manufacturer (OEM), Original Equipment Supplier (OES), and Aftermarket Pricing	\$480,000/ Three-year period.	FY26 672-54-626-722-0000-000-473-642120- \$180,000 FY27 672-54-626-722-0000-000-473-642120- \$180,000 FY28 672-54-626-722-0000-000-473-642120 - \$180,000	Public Works/Equipment Maintenance	Sarita Rubio 831-981-5372
Dept Total					\$480,000			
TOTAL					\$480,000			

