



Office of the City Manager

CONSENT CALENDAR  
November 19, 2019

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 November 19, 2019

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 \$800,000.

<u>PROJECT</u>	<u>Fund</u>	<u>Source</u>	<u>Amount</u>
Sanitary Sewer Rehabilitation-Urgent Sewer Repair FY 2020	611	Sanitary Sewer Operation	\$500,000
On-Call Electrical Services for City Facilities	511 501	Measure T1 Capital Improvements	\$300,000
<b>Total:</b>			<b>\$800,000</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 playgrounds and

Formal Bid Solicitations and Request for Proposals  
Scheduled for Possible Issuance After Council  
Approval on November 19, 2019

CONSENT CALENDAR  
November 19, 2019

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.

#### 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.

#### RATIONALE FOR RECOMMENDATION

Need for the services.

#### ALTERNATIVE ACTIONS CONSIDERED

None.

#### CONTACT PERSON

Dennis Dang, Acting General Services Manager, Finance, 510-981-7329

#### Attachments:

- 1: Formal Bid Solicitations and Request for Proposals Scheduled For Possible Issuance After Council Approval on November 19, 2019
  - a) Sanitary Sewer Rehabilitation – Urgent Sewer Repair FY 2020
  - b) On-Call Electrical Services for City Facilities

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

DATE SUBMITTED: November 19, 2019

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
20-11362-C	Sanitary Sewer Rehabilitation-Urgent Sewer Repair FY 2020	11/20/2019	12/10/2019	Sewer rehabilitation and replacement project to repair and replace old and deteriorated sewer lines.	\$500,000	611-54-623-676-3013-000-473-665130-PWENSR2005	Public Works - Engineering	Nisha Patel 981-6406  Adadu Yemane 981-6413
20-1164-C	On-Call Electrical Services for City Facilities	11/20/2019	12/18/2019	Electrical services for upcoming City projects for three years.	\$300,000	70% PW 511-54-623-677-0000-000-444-612310  30% PW 501-54-623-677-0000-000-444-612310	Public Works - Engineering	Elmar Kapfer 981-9391
<b>DEPT. TOTAL</b>					<b>\$800,000</b>			
<b>GRAND TOTAL</b>					<b>\$800,000</b>			

