



Office of the City Manager

CONSENT CALENDAR
December 3, 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 December 3, 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 \$2,871,500.

<u>PROJECT</u>	<u>Fund</u>	<u>Source</u>	<u>Amount</u>
Street Rehabilitation FY 2020	127 501	State Transportation Tax Capital Improvement	\$2,500,000
Codornices Creek Restoration at Kains Avenue	336 127	One Time Grant State Transportation Tax	\$247,500
PRW Graphic Design Services	011	Discretionary	\$124,000
Total:			\$2,871,500

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

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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.

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 December 3, 2019

- a) Street Rehabilitation FY 2020
- b) Condornices Creek Restoration at Kains Avenue
- c) PRW Graphic Design Services

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

DATE SUBMITTED: December 3, 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
20-11367-C	Street Rehabilitation FY 2020	1/7/120	3/1/2020	Pavement rehabilitation of various streets	\$2,500,000	127-54-623-673-3012-000-431-665110 - \$1,222,482 501-54-623-673-3012-000-431-665110 - \$1,277,518 Total – \$2,500,000	Public Works - Engineering	Nisha Patel 981-6406 Joe Enke 981-6411 Wendy Wong 981-6428
20-11368-C	Codornices Creek Restoration at Kains Avenue	1/7/2019	2/6/2020	Removal of the existing concrete box channel; Regrading earthen creek banks to create additional floodplain within the project area and installation of large native riparian. Replacement of the current debris rack to remove large debris and create more optimal fish passage through the project area.	\$225,000 \$22,500 <u>\$247,500</u>	336-54-623-675-0000-000-431-665110 (18SD19/PWENSD1819) 127-54-623-675-0000-000-431-665110 (18SD19/PWENSD1819)	PW Eng	Srinivas Muktevi 981-6402
DEPT. TOTAL					\$2,747,500			

DATE SUBMITTED: December 3, 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
20-11369-C	PRW Graphic Design Services	12/4/2019	12/19/2019	Provide Graphic Design and Desktop Publishing Services for the Parks Recreation Waterfront Department, including Activity Guide Production and Stand-Alone Advertising artwork.	Estimated cost of \$24,000 annually over a three year term (\$72,000), with a two year option to extend at \$26,000 per year (\$52,000) = \$124,000 <u>\$124,000</u>	011-52-543-570-0000-000-461-612990- FY20 funds needed are est. \$10k; funds are in the account. FY21-FY25 will be budgeted in future years.	PRW / Recreation	Craig Veramay 981-6717
DEPT. TOTAL					\$124,000			
GRAND TOTAL					\$2,871,500			

DATE SUBMITTED: November 3, 2015

