



Office of the City Manager

CONSENT CALENDAR  
June 25, 2024

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 25, 2024

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 **\$2,730,000**

<u>PROJECT</u>	<u>Fund</u>	<u>Source</u>	<u>Amount</u>
On-Call Landscape Architectural Services	138 511	PARKS TAX T1-CAPITAL	\$2,250,000
FY 2023 Streetlight Maintenance Project	142	ST LGHTNG	\$480,000
<b>Total:</b>			\$2,730,000

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.

Formal Bid Solicitations and Request for Proposals  
Scheduled for Possible Issuance After Council  
Approval on June 25, 2024

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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 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

Roopreet Soorma, Senior Buyer, Finance. (510) 981-7311

Attachments:

- 1) On-Call Landscape Architectural Services
- 2) FY 2023 Streetlight Maintenance Project

Note: Original of this attachment with live signature of authorizing personnel is 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
24-11667-C	On-Call Landscape Architectural Services	06/26/24	07/30/24	On-Call Landscape Architectural Services for upcoming City projects (Possibly three separate contracts for \$750,000 each; 3-year term for each contract).	\$750,000 per year FY25-FY27 3 year term Total NTE: \$2,250,000	Various:  (On-Call contract-Funding is project based and subject to available funding)  138-52-545-000-0000-000-461-612320  511-52-545-000-0000-000-461-612320	PRW/Admin	
<b>DEPT. TOTAL</b>					<b>\$ 2,250,000</b>			
24-11668-C	FY 2023 Streetlight Maintenance Projec	06/12/24	07/05/24	Purchase and installation of streetlight poles throughout Berkeley	\$ 480,000.00	142-54-623-672-0000-000-426-663110-PWENEL2301	PW Eng	Guillermo Jaramillo x6336  Srinivas Muktevi x6402
<b>DEPT. TOTAL</b>					<b>\$ 480,000</b>			
<b>TOTAL</b>					<b>\$ 2,730,000</b>			

