



Office of the City Manager

CONSENT CALENDAR
April 20, 2021

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 April 20, 2021

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 \$1,581,000.

<u>PROJECT</u>	<u>Fund</u>	<u>Source</u>	<u>Amount</u>
Cazadero Jensen Dormitory	125	Playground Camp	\$596,000
Objective Standards for Mixed-use and Multi-family Residential Projects	011	General Fund	\$125,000
Glendale Ave Retaining Wall	134	Measure BB – Local Streets and Road	\$660,000
Finance Department Consultant	011	General Fund	\$200,000
Total:			\$1,581,000

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

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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

Darryl Sweet, General Services Manager, Finance, 510-981-7329

Attachments:

- 1: Formal Bid Solicitations and Request for Proposals Scheduled For Possible Issuance After Council Approval on April 20, 2021
 - a) Cazadero Jensen Dormitory
 - b) Objective Standards for Mixed-use and Multi-family Residential Projects
 - c) Glendale Ave Retaining Wall
 - d) Finance Department Consultant

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

SPECIFICATIO N 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
21-11443-C	Cazadero Jensen Dormitory	4/20/2021	5/21/2021	Construction of Cazadero Camp Jensen Dormitory	\$596,000	125-52-543-581-0000-000-461- 662110 PRWEM16004	PRW	Liza McNulty 981-6437
Dept TOTAL					\$596,000			
21-11445-C	Objective Standards for Mixed-use and Multi- family Residential Projects	5/3/2021	5/24/2021	Consultant services to develop objective development standards for mixed- use and multi-family residential projects in order to comply with recently passed State housing laws and to improve customer service by clarifying regulations and streamlining the permitting process.	\$125,000	011-53-584-622-0000-000-441- 612990-	Planning and Development Department / Land Use Planning Division	Alene Pearson 510-981-7489
21-11448-C	Glendale Ave Retaining Wall	4/21/2021	5/21/2021	Project to replace a 53 year old retaining wall that supports a section of Glendale Avenue between La Loma Ave and Campus Drive.	\$660,000	FY 2022 Appropriation 134-54-623-673-0000-000-431- 663110 – PWENRW2001	PW Eng	Joe Enke 981-6411 Ricardo Salcedo 981-6407
DEPT. TOTAL					\$785,000			
21-11441-C	Finance Department Consultant	4/1/2021	4/30/2021	To hire temporary staff to help staff and manage the Revenue Collection Division of the Finance Department while the manager is on extended leave and also until positions are filled permanently.	\$200,000	011-33-324-341-0000-000-412- 612990-	Finance	Henry Oyekanmi 981-7326
DEPT. TOTAL					\$200,000			

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GRAND TOTAL					\$1,581,000			