



Office of the City Manager

CONSENT CALENDAR
May 23, 2023

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 May 23, 2023

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 \$1,907,987.

<u>PROJECT</u>	<u>Fund</u>	<u>Source</u>	<u>Amount</u>
Community Tenant Legal services for the Berkeley Rent Stabilization Board	801 011	Rent Stabilization Board GF	\$870,000
On-Call Landscaping Services	611 616 134 601	Sanitary Sewer Operation Clean Storm Water Meas BB – Local Street and RD Zero Waste	\$50,000
Second Street STAIR Center Site Improvements and Shelter Units	011 501	GF Capital Improvement	\$987,987
Total:			\$1,907,987

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

Formal Bid Solicitations and Request for Proposals
Scheduled for Possible Issuance After Council
Approval on May 9, 2023

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May 23, 2023

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.

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 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 25, 2023

- a. Community Tenant Legal services for the Berkeley Rent Stabilization Board
- b. On-Call Landscaping Services
- c. Second Street STAIR Center Site Improvements and Shelter Units

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

SPECIFICATION NO.	DESCRIPTION OF GOODS / SERVICES BEING	APPROX. RELEASE DATE	APPROX. BID OPENING DATE	INTENDED USE	ESTIMATED COST	BUDGET CODE TO BE CHARGED	DEPT. / DIVISION	CONTACT NAME & PHONE
23-11601-C	Community Tenant Legal Services for the Berkeley Rent Stabilization Board	5/10/23	6/10/2023	Provision of eviction prevention/anti-displacement services to Berkeley tenants. Provision of in-depth legal representation to low-income Berkeley tenants that requires the opening of an ongoing eviction case file that may include the filing legal papers for responding to an eviction in proper, and/or representation in court.	\$ 870,000.00	801-13-131-000-0000-000-444-612990 And 011-13-131-000-5002-000-444-636110-	Rent Stabilization Board	Ollie Ehlinger 981 4924
DEPT. TOTAL					\$870,000			

DATE SUBMITTED: May 23, 2023

SPECIFICATION NO.	DESCRIPTION OF GOODS / SERVICES BEING	APPROX. RELEASE DATE	APPROX. BID OPENING DATE	INTENDED USE	ESTIMATED COST	BUDGET CODE TO BE CHARGED	DEPT. / DIVISION	CONTACT NAME & PHONE
23-11602	On-Call Landscaping Services	6/1/23	7/1/2023	Landscaping Services for PW Facilities, Green Infrastructure, Traffic Circles	\$25,000 per year for a total of \$50,000	611-54-625-712-0000-000-472-612990- \$5k 616-54-623-675-0000-000-472-612990- \$10k 134-54-622-662-0000-000-431-612990- \$8k 601-54-627-734-3023-000-472-612990- \$2k	Public Works / Operations	Mary Skramstad 981-6337
DEPT. TOTAL					\$50,000			
23-11603-C	Second Street STAIR Center Site Improvements and Shelter Units	5/24/23	6/30/2023	Site paving, grading, drainage, utility installation, and ancillary improvements at the Berkeley Pathways STAIR Center to install individual sleeping shelters and ADA compliant parking and pathways.	\$ 987,987.00	(\$676,807) 011-54-623-677-5002-000-444-662110- (\$311,180) 501-54-623-677-0000-000-444-662110-	HHCS	Titus Chen 981.6410
DEPT. TOTAL					\$987,987			
TOTAL					\$1,907,987			