




Office of the City Manager

CONSENT CALENDAR  
February 5, 2013

To: Honorable Mayor and Members of the City Council  
From:  Christine Daniel, City Manager  
Submitted by: Robert Hicks, Director, Finance Department  
Subject: Formal Bid Solicitation and Request for Proposal Scheduled For Possible Issuance After Council Approval on February 5, 2013

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 the item included in this report is **\$350,000**.

| <u>PROJECT</u>                          | <u>Fund</u> | <u>Source</u>            | <u>Amount</u>   |
|---|-------------|--------------------------|---|
| Sanitary Sewer System Technical Support | 830         | Sanitary Sewer Operation | \$350,000<br>(\$50,000–FY 2013 and \$150,000 - FY 2014 & 2015). |
| <b>TOTAL:</b>                           |             |                          | <b>\$350,000</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 playground 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 or RFP may be sent out 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.

CONTACT PERSON

Henry Oyekanmi, General Services Manager, Finance, 510-981-7326

Attachments:

- 1: Formal Bid Solicitation and Request for Proposal Scheduled For Possible Issuance After Council Approval on February 5, 2013
  - a. Sanitary Sewer System Technical Support

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

| Sanitary Sewer System Technical Support |   |                      |                          |  |   |                           |                           |   |
|---|---|----------------------|--------------------------|--|---|---------------------------|---------------------------|---|
| 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                                    |
| 13-10720-C                              | Sanitary Sewer System Technical Support         | 2/6/2013             | 2/21/2013                | Consultant services to provide technical support for sanitary sewer system regulatory compliance. This work is a SWRCB, Regional Water Board and EPA mandated requirement. | \$350,000 (\$50K for FY 2013 and \$150K for FY 2014 & 2015) | 830-5207-432-3038         | Public Works/ Engineering | Adadu Yemane<br>981-6413<br>Kenneth Emeziem<br>981-6444 |
| <b>DEPT. TOTAL</b>                      |   |                      |                          |  | <b>\$350,000</b>  |                           |                           |   |

