Office of the City Manager

CONSENT CALENDAR
January 28, 2014

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 January 28, 2014

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 **$ 1,926,380**

PROJECT	Fund	Source	Amount
Food Service Items for Camps	330	Playground Camp Fund	**$1,415,000 (for 5 years)**
Bus Transportation for Summer Camp & Teen Programs	330 010	Playground Camp Fund General Fund	**$ 135,000**
Bus Transportation for Summer Day Camp	330 010	Playground Camp Fund General Fund	**$376,380 (for 5 years)**
Total:			**$1,926,380**

2180 Milvia Street, Berkeley, CA 94704 ● Tel: (510) 981-7000 ● TDD: (510) 981-6903 ● Fax: (510) 981-7099
E-Mail: manager@cityofberkeley.info Website: http://www.cityofberkeley.info/manager

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 January 28, 2014

a. Food Service Items for Camps
b. Bus Transportation for Summer Camp Programs
c. Bus Transportation for Summer Day Camp

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

Formal Bid Solicitation and Request for Proposal Scheduled for Possible Issuance After Council Approval on January 28, 2014

Attachment 1

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
14-10828-C	Food Service Items for Camps Echo Lake & Tuolumne	1/29/2014	2/13/2014	Purchase of food service items for Echo Lake Camp ($72,000/yr for 5 yrs) Purchase of food service items for Tuolumne Camp ($155,000 yr 1 and $225,000 yrs 2-5)	$360,000 $1,055,000 5/yr contract Total: $1,415,000	330-5996-450-5550 330-5998-450-5550	PRW/ Recreation	Denise Brown 981-6707
14-10829-C	Bus Transportation for Summer Camp Programs	1/29/2014	2/13/2014	Transportation services to and from Echo Lake Camp and Teen Programs. Echo Lake Teens (5 yr contract for approximately $27,000/yr)	$97,750 $37,250 5/yr contract Total: $135,000	330-5996-450-5020 010-5994-450-5020	PRW/ Recreation	Denise Brown 981-6707
14-10830-C	Bus Transportation for Summer Day Camp	1/29/2014	2/13/2014	Local transportation services to and from Berkeley Day Camp location sites. Berkeley Day Camp James Kenney Live Oak Francis Albrier Young Adult Project (5 yr contract for approximately $75,276,000/yr)	$290,760 24,350 20,355 9,230 31,685 5/yr contract Total: $376,380	330-5999-450-5020 010-5980-450-5020 010-5981-450-5020 010-5982-450-5020 010-5990-450-5020	PRW/ Recreation	Denise Brown 981-6707
DEPT. TOTAL					**$1,926,380**			