




Office of the City Manager

CONSENT CALENDAR  
October 25, 2005

To: Honorable Mayor and  
Members of the City Council  
From:  Phil Kamlarz, City Manager  
Submitted by: Fran David, Director, Finance Department  
Subject: Formal Bid Solicitations and Requests for Proposals Scheduled For Possible Issuance  
in the Next 30 Days

RECOMMENDATION

Approve the attached request for proposal (RFP) that will be, or is planned to be, issued upon final approval by the requesting department or division.

FISCAL IMPACTS OF RECOMMENDATION

Total estimated cost of items included in this report is \$500,000.

<u>PROJECT</u>	<u>Fund</u>	<u>Source</u>	<u>Amount</u>
Four (4) heavy trucks for aboveground fire fighting water system.	656	CFD #1 Disaster Fire Protection (Ballot Measure Q, 2000)	\$500,000
<b>TOTAL:</b>			<b>\$500,000</b>

CURRENT SITUATION AND ITS EFFECTS

On July 25, 2005, Council adopted Ordinance No. 6,875-N.S. effective August 24, 2005, which increased the City Manager's purchasing authority. As a result, this required report submitted by the City Manager to Council is now for those purchases in excess of: \$25,000 (services); \$100,000 (goods); and \$200,000 (playground and construction), for which formal bid solicitations and/or requests for proposals may be issued in the following 30-day period. 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.

As part of the implementation of Ordinance No. 6,875, Council will receive reports on bids and RFPs that have gone out in recent months, and purchases being considered for bid or RFP in coming months, that would have gone to Council under the previous purchasing authority limits. The first report will cover retrospective FY06 1<sup>st</sup> Quarter bid and RFP activity, and as many projects planned or considered prospectively for the coming Quarter, as can be identified by City departments. This initial report will be submitted to Council by December 13, 2005.

#### BACKGROUND

On July 25, 2005, Council adopted Ordinance No. 6,875-N.S. amending the City Manager's purchasing authority, and directing staff to provide periodic information on projects that would have gone to Council had the limits not been raised, as well as those planned for the coming months. The first report with this information will be submitted to Council in December 2005.

#### CONTACT PERSON

Sharon Thygesen, General Services Manager, Finance, 510.981.7329

#### Attachments:

1: Formal Bid Solicitation to be Issued Within the Next 30 Days – Fire/Suppression

FORMAL BID SOLICITATION TO BE ISSUED WITHIN THE NEXT 30 DAYS

DATE SUBMITTED: 9/30/2005

SPECIFICATION NO.	DESCRIPTION OF GOODS / SERVICES BEING PURCHASED	APPROX. RELEASE DATE	APPROX. RFP OPENING DATE	INTENDED USE	ESTIMATED COST	BUDGET CODE TO BE CHARGED	DEPT. / DIVISION	CONTACT NAME & PHONE
06-00096-C	Four (4) Henry Trucks under Measure Q. Above-ground fire fighting water system	11/1/2005	12/1/2005	Use trucks to transport the water system's modular units	\$500,000	656-6402-420-7042	Fire / Suppression	David Orth 981-5521
<b>DEPT. TOTAL</b>					<b>\$500,000</b>			

DEPARTMENT APPROVAL: David Orth DATE: 9/28/05