



Office of the City Manager

CONSENT  
CALENDAR  
September 19, 2006

To: Honorable Mayor and  
Members of the City Council

From: *PK* Phil Kamlarz, City Manager

Submitted by: Fran David, Director, Finance Department

Subject: Formal Bid Solicitations and Requests for Proposals

RECOMMENDATION

Approve the attached list of new invitations for bids and requests for proposal (RFP) that will be, or are planned to be, issued in the next 30 days upon final approval by the requesting department.

FISCAL IMPACTS OF RECOMMENDATION

Total estimated cost of items included in this report is \$4,105,125.

<u>Project</u>	<u>Fund</u>	<u>Source</u>	<u>Amount</u>
Printing & Mailing Service	010	General Fund Discretionary	\$22,500
	375	Rental Housing Safety Program	\$7,500
	820	Refuse Collection Disposal	\$45,000
Planning and Environmental Services	833	Permit Service Center	\$500,000 over 3 yrs.
Condominium Inspections	833	Permit Service Center	\$150,000 over 3 yrs.
FY07 Spiral Sidewalk Project	610	Capital Improvement Fund	\$175,000
	366	State Prop 111	\$21,775
	642	Private Party Sidewalk	\$50,000
FY07 Emergency Sidewalk Project	610	Capital Improvement Fund	\$200,375
	366	State Prop 111	\$21,775
	642	Private Party Sidewalk	\$50,000
Parking Guidance System	835	Off Street Parking Fund	\$1,400,000
Drop Box Trucks	860	Equipment Replacement	\$320,000
<u>Project</u>	<u>Fund</u>	<u>Source</u>	<u>Amount</u>
Storm Drain Improvements – Heinz at 7 <sup>th</sup> , 8 <sup>th</sup> , 9 <sup>th</sup> & 10 <sup>th</sup> and Ward and Fulton	610	Capital Improvement Fund	\$375,000

Sanitary Sewer Project – San Diego Rd., Somerset Crt., and Webster St.	830	Sanitary Sewer Operation	\$416,200
Emergency Sewer Project	830	Sanitary Sewer Operation	\$100,000
Communicable Disease Control	010	General Fund Discretionary	\$75,000
	958	Health State Aid Realignment Trust	\$175,000
<b>TOTAL:</b>			<b>\$4,105,125</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.

### BACKGROUND

On July 25, 2005, Council adopted Ordinance No. 6,875-N.S. amending the City Manager's purchasing authority.

### CONTACT PERSON

Sharon Thygesen, General Services Manager, Finance, 510.981.7329

### Attachments:

#### 1: Formal Bid Solicitations to be Issued Within the Next 30 Days

- a. Printing & Mailing Service – Fran David, Finance
- b. Planning & Environment Services and Condominium Inspections – Dan Marks,

#### Planning

- c. FY07 Spiral Sidewalk Project, FY07 Emergency Sidewalk Project, Parking Guidance System, Drop Box Truck, Storm Drain Improvement and Sanitary Sewer and Emergency Sewer Projects – Claudette Ford, Public Works
- d. Communicable Disease Control – Fred Medrano, HHS

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

Attachment: 1. Formal Bid Solicitations to be Issued Within the Next 30 Days

a. Printing & Mailing Service

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
06-10151-C	Printing & Mailing Service	09/20/06	10/02/06	Print & store various forms & corresponding envelopes; receive various billing/data files, re-format as necessary & print on forms; barcode postal information on forms, OCR forms for automated remittance processing; fold, stuff bills & sort for best postage discount; affix postage; deliver to post office; provide reports as requested; provide image of bills for research purposes; provide internet access to bills allowing customers to review electronic bills.	\$75,000	010-3601-410-3038 \$11,250  010-3602-410-4050 \$11,250  375-3601-410-3038 \$3,750  375-3601-410-4050 \$3,750  820-3601-410-3038 \$22,500  820-3601-410-4050 \$22,500	Finance / Revenue Collection	Heather Murphy 981-7261
<b>DEPT. TOTAL</b>					<b>\$75,000</b>			

SUBMITTED BY: Fran David, Finance

DATE: August 21, 2006

b. Planning & Environmental Services; Condominium Inspections

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
07-10154-C	Planning & Environmental Services	09/01/06	11/01/06	Establish contract with planning consultants to provide expedited processing of development applications if requested and paid for by applicants, and to prepare EIR's and other environmental documentation as needed and as paid for by applicants.	\$500,000 over 3 years	833-8502-463-3038	Planning / Land Use	Wendy Cosin 981-7402

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
07-10155-C	Condominium Inspections	09/01/06	09/12/06	Inspection and support services on an as needed basis to assist the City with the implementation of the City of Berkeley Condominium Ordinance.	\$150,000 over 3 years	833-8502-463-3038	Planning / Land Use	Wendy Cosin 981-7402
<b>DEPT. TOTAL</b>					<b>\$650,000</b>			

SUBMITTED BY: Dan Marks, Planning

DATE: August 21, 2006

c. FY07 Spiral Sidewalk Project; FY07 Emergency Sidewalk Project; Parking Guidance System; Drop Box Truck; Storm Drain Improvements; and Sanitary Sewer and Emergency Sewer Projects

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
07-10156-C	FY07 Spiral Sidewalk Project	09/08/06	09/28/06	Select a contractor for sidewalk repair at various locations throughout the City.	\$246,775	610-5306-431-6540-07SW01 \$175,000 366-5306-431-6540-07SW01 \$21,775 642-5306-431-6540-07SW03 \$50,000	PW / Engineering	Vincent Chen 981-6409
07-10157-C	FY07 Emergency Sidewalk Project	09/08/06	09/28/06	Select a contractor for sidewalk repair at various locations throughout the City.	\$272,150	610-5306-431-6540-07SW02 \$200,375 366-5306-431-6540-07SW02 \$21,775 642-5306-431-6540-07SW03 \$50,000	PW / Engineering	Vincent Chen 981-6409
07-10158-C	Parking Guidance System, including electronic, dynamic signs, central control system & wireless communication system, request site surveys, installation, system testing, training, warranty & maintenance services, and possibly system hosting.	08/18/06	10/03/06	Electronic, dynamic signs to direct drivers seeking parking to available facilities in the Downtown and Telegraph areas.	\$1,400,000	835-4920-431-3038	PW / Transportation	Matt Nichols 981-7068

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07-10160-C	2 – Drop Box Trucks	08/28/06	09/26/06	To pick up debris boxes	\$320,000	860-5703-410-4042	PW / Equipment Maintenance	Bill Ivie 644-6622 x211
07-10163-C	Storm Drain Improvements, Heinz at 7 <sup>th</sup> , 8 <sup>th</sup> , 9 <sup>th</sup> & 10 <sup>th</sup> and Ward and Fulton	09/22/06	10/10/06	Replace damaged intersection cross drains with valley gutters to improve drainage, and minimize ponding of water to minimize local flooding.	\$375,000	610-5308-432-6550-06SD03	PW / Engineering	Danny Akagi 981-6394
07-10165-C	Sanitary Sewer Project, San Diego Rd., Somerset Crt., & Webster St.	09/20/06	10/17/06	Sewer Rehabilitation and replacement project to correct sewer overflow and to replace old and deteriorated sewer lines.	\$416,200	830-5303-432-6510-07SR02	PW / Engineering	Jamie Robles 981-6424
	Emergency Sewer Project			Unplanned sewer rehabilitation project to replace deteriorated sewer lines in response to citizen's complaints and city crew request.	\$100,000	830-4303-432-6510-07SR03		
<b>DEPT. TOTAL</b>					<b>\$3,130,125</b>			

SUBMITTED BY: Claudette Ford, Public Works

DATE: August 21, 2006

d. Communicable Disease Control

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
06-10167-C	Communicable Disease Control	09/20/06	10/12/06	Public health laboratory services including chemical and microbiological examinations for the sanitary quality of water and microbial examinations for communicable diseases.	\$250,000	010-4575-440-3037 \$75,000  958-4505-440-3037 \$175,000	HHS / Public Health	LeRoy Blea 981-5383
<b>DEPT. TOTAL</b>					<b>\$250,000</b>			

SUBMITTED BY: Fred Medrano, HHS

DATE: August 21, 2006