



Office of the City Manager

CONSENT CALENDAR

June 12, 2007

To: Honorable Mayor and
Members of the City Council

From: *PK* Phil Kamlarz, City Manager

Submitted by: Robert Hicks, Acting Director, Finance Department

Subject: Formal Bid Solicitation and Request for Proposal Scheduled For Possible Issuance in the Next 30 Days

RECOMMENDATION

Approve the attached new invitation for bid/request for proposal (RFP) that will be, or is planned to be, issued in the next 30 days upon final approval by the requesting department or division.

FISCAL IMPACTS OF RECOMMENDATION

Total estimated cost of items included in this report is \$50,000.

<u>PROJECT</u>	<u>Fund</u>	<u>Source</u>	<u>Amount</u>
On-Call Traffic Survey Consulting Services	610	Capital Improvement Fund	\$ 50,000
TOTAL:			\$ 50,000

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 for services; \$100,000 for goods; and \$200,000 for 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. On-Call Traffic Survey Consulting Services – Claudette Ford, Public Works
Transportation/Traffic Engineering

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. On-Call Traffic Survey Consulting Services

SPECIFICATION NO.	NAME OF RFP/RFQ/IFB	APPROX. RELEASE DATE	APPROX. BID OPENING DATE	DESCRIPTION OF GOOD/SERVICES BEING PURCHASED	ESTIMATED COST	BUDGET CODE TO BE CHARGED	DEPT. / DIVISION	CONTACT NAME & PHONE
07-10233-C	On-Call Traffic Survey Consulting Services	August 6, 2007	August 24, 2007	Consultant will conduct traffic surveys to collect traffic data for locations throughout the city	\$ 50,000	610-4950-431-3038 (FY08)	Transportation / Traffic Engineering	.Ahsan Kazmi 981-6416
DEPT. TOTAL					\$ 50,000			

SUBMITTED BY: Claudette Ford, Public Works Department

DATE: May 8, 2007

