



Office of the City Manager

CONSENT CALENDAR  
July 10, 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 **\$3,655,000**.

<u>PROJECT</u>	<u>Fund</u>	<u>Source</u>	<u>Amount</u>
RFQ for architects and engineers on as needed bases	610	Capital Improvement Fund	\$ 250,000
Transfer Station/MRF Spec Writing & Evaluations	820	Refuse Collection Disposal	\$ 75,000
Construction and Demolition (C&D) Processing	820	Refuse Collection Disposal	\$ 1,500,000
Landfill Disposal	820	Refuse Collection Disposal	\$ 1,500,000
Tree and Stumps Removal	450	Parks Tax	\$ 330,000
<b>TOTAL:</b>			<b>\$ 3,655,000</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 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. RFQ for architects and engineers on as needed basis – Carmella Rejwan, Public Works
- b. Transfer Station/MRF Spec Writing & Evaluations – Peter Holtzclaw, Public Works
- c. Construction and Demolition (C&D) Processing – Peter Holtzclaw, Public Works
- d. Landfill Disposal – Peter Holtzclaw, Public Works
- e. Tree and Stumps Removal – Ethel Leonares & Jerry Jerry Koch, Parks Recreation and Waterfront Forestry Division

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. RFQ for Architects and Engineers on as Needed Basis**

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
08-10244-C	RFQ for architects and engineers on as needed basis	6/1/07	7/1/07	Architectural and Engineering Services on as needed basis	\$250,000	610-5451-463-3038	Engineering	Carmella Rejwan 981-6341
<b>DEPT. TOTAL</b>					<b>\$250,000</b>			

SUBMITTED BY: Claudette Ford, Public Works Dept.

DATE: June 13, 2007

**b. Transfer Station/MRF Spec Writing & Evaluations**

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
08-10245-C	Transfer Station/MRF Spec Writing & Evaluations	7/11/07	8/14/07	Transfer Station/MRF facilities design services	\$75,000	820-5607-432.3038	PW/SWMD	Peter Holtzclaw 981-6359
<b>DEPT. TOTAL</b>					<b>\$75,000</b>			

SUBMITTED BY: Claudette Ford, Public Works Dept.

DATE: June 13, 2007

**c. Construction and Demolition (C&D) Processing**

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
08-10246-C	Construction & Demolition (C&D) Processing	7/11/07	8/14/07	Collect and sort mixed loads of construction debris from the Transfer Station for recycling	\$1,500,000 At \$1.5M per year for 10 years	820-5607-432.3038	PW/SWMD	Peter Holtzclaw 981-6359
<b>DEPT. TOTAL</b>					<b>\$1,500,000</b>			

SUBMITTED BY: Claudette Ford, Public Works Dept.

DATE: June 13, 2007

d. Landfill Disposal

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
08-10247-C	Landfill Disposal	7/11/07	8/14/07	Waste Disposal services at a landfill	\$1,500,000	820-5607-432.30-38	PW/SWMD	Peter Holtzclaw 981-6359
<b>DEPT. TOTAL</b>					<b>\$1,500,000</b>			

DATE: June 13, 2007

SUBMITTED BY: Claudette Ford, Public Works Dept.

e. Tree and Stump Removal

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
08-10249-C	Tree and Stumps Removal	ASAP	6/17/07	Removal and disposal of trees and stumps on public lands in the City of Berkeley	\$330,000	450-5802-450-3038	Parks Recreation and Waterfront Forestry Div.	Ethel Leonares 981-6712 Jerry Koch 981-6687
<b>DEPT. TOTAL</b>					<b>\$330,000</b>			

DATE: June 13, 2007

SUBMITTED BY: William Rogers, Parks Recreation and Waterfront