



Office of the City Manager

CONSENT CALENDAR
October 9, 2007

To: Honorable Mayor and
Members of the City Council

From: *PK* Phil Kamlarz, City Manager

Submitted by: Robert Hicks, 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 **\$600,000**.

<u>PROJECT</u>	<u>Fund</u>	<u>Source</u>	<u>Amount</u>
Architectural and engineering services for an Animal Shelter	646	Animal Shelter Land/Bldg.	\$ 450,000
2 Long Haul Tractor Trailers	860	Equipment Replacement	\$ 150,000
TOTAL:			\$ 600,000

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.

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

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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. Architectural and engineering services for an Animal Shelter; Long Haul Tractor Trailers – Claudette Ford, Public Works

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. Architectural & engineering services for an Animal Shelter; 2 Long Haul Tractor Trailers

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
08-10279-C	Soliciting architects for the design and construction documents for an Animal Shelter	9/1/07	10/2/07	Architectural and engineering services for an Animal Shelter	\$450,000	676-5451-463-3038-05CB17	PW / Engineering	Carmella Rejwan 981-6341
08-10280-C	Long Haul Tractor Trailers	10/10/07	10/23/07	2 each Long Haul Tractor Trailers	\$150,000	860-5703-410-7042	PW / Equipment Maintenance	Bill Ivie 644-6620
DEPT. TOTAL					\$600,000			

SUBMITTED BY: Claudette Ford, Public Works

DATE: September 13, 2007

