



Office of the City Manager

CONSENT CALENDAR

January 29, 2008

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 RECOMMENDATIONTotal estimated cost of items included in this report is **\$325,000**.

<u>PROJECT</u>	<u>Fund</u>	<u>Source</u>	<u>Amount</u>
Janitorial Services for various Berkeley Mental Health facilities	065	Health (Short/Doyle)	FY08 \$30,000  Total NTE Cost for contract period 3/1/08- 6/30/11 \$246,000
Mental Health Services Act (MHSA) System Transformation Consultation	063	Mental Health Service Act	\$49,000
<b>TOTAL:</b>			<b>\$325,000</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. Janitorial Services for various Berkeley Mental Health Facilities; Mental Health Services Act (MSHA) System Transformation Consultation

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. Janitorial Services for various Berkeley Mental Health facilities, Mental Health Services Act (MHSA) System Transformation Consultation

<b>SPECIFICATION NO.</b>	<b>Name of RFP/RFQ/IFB</b>	<b>APPROX. RELEASE DATE</b>	<b>APPROX. BID OPENING DATE</b>	<b>Description of Goods/Services Being Purchased</b>	<b>ESTIMATED COST</b>	<b>BUDGET CODE TO BE CHARGED</b>	<b>DEPT. / DIVISION</b>	<b>CONTACT NAME &amp; PHONE</b>
<b>08-10308-C</b>	Janitorial Services for various Berkeley Mental Health Facilities	1/30/08	2/22/08	Janitorial Services related to various City of Berkeley Mental Health Division clinical and administrative facilities	FY08 NTE \$30,000; Total NTE cost for contract period (3/1/08-6/30/11) \$246,000	065-4426-440-3043 \$7,500 065-4431-440-3043 \$7,500 065-4445-440-3043 \$7,500 065-4455-440-3043 \$7,500	H&HS/MD	Al Lozano 981-5227 Eric Brenman 981-5114
<b>08-10309-C</b>	Mental Health Services Act (MHSA) System Transformation Consultation	1/30/08	2/22/08	Consultancy services related to mental health transformation	\$49,000	063-4401-440-3038	H&HS/MD	Karen Klatt 981-5222 Eric Brenman 981-5114
<b>DEPT. TOTAL</b>					<b>\$325,000</b>			

