



Office of the City Manager

CONSENT CALENDAR
July 13, 2010

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 request for proposals or invitation for bids (attached to staff report) that will be, or are planned to be, issued upon final approval by the requesting department or division. All contracts over the City Manager’s threshold will be returned to Council for final approval.

FISCAL IMPACTS OF RECOMMENDATION

Total estimated cost of item included in this report is **\$925,000.**

<u>PROJECT</u>	<u>Fund</u>	<u>Source</u>	<u>Amount</u>
Water System Transport Trucks(s)	656	Community Facilities District No.1 (Disaster Fire Protection) Special Tax Bonds	\$150,000
Derby Street Sanitary Sewer Rehabilitation and Replacement Project	830	Sanitary Sewer Operation	\$675,000
Business License Software	010	General Fund	\$100,000
TOTAL:			\$925,000

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. In addition, on May, 6, 2008, Council adopted Ordinance No 7,035-N.S. effective June 6, 2008, which increased the City Manager’s purchasing authority for services to \$50,000. As a result, this required

report submitted by the City Manager to Council is now for those purchases in excess of \$100,000 for goods; and \$200,000 for playground and construction; and \$50,000 for services. 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 for goods and for playground and construction expenditures and May 6, 2008, Council adopted Ordinance No. 7,035-N.S., amending the City Manager's purchasing authority for services.

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. Water System Transport Trucks (2) – Debra Pryor, Fire
- b. Derby Street Sanitary Sewer Rehabilitation and Replacement – Claudette Ford, Public Works
- c. Business License Software – Donna LaSala, IT

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

Formal Bid Solicitations to be Issued Within the Next 30 Days

Attachment 1

a. Water System Transport Truck(s)								
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
11-10530-C	Water System Transport Trucks (2)	7/14/2010	7/27/2010	Provide 1 or possible 2 - 2 axle crew cab transport trucks with Swaploader hook lift system. Number of trucks will depend on bid price and funds available.	\$150,000	656-6402-420-7042	Fire/Suppression	David Orth 981-5576
DEPT. TOTAL					\$150,000			

