



Office of the City Manager

CONSENT CALENDAR

June 1, 2021

To: Honorable Mayor and Members of the City Council

From: Dee Williams-Ridley, City Manager

Submitted by: Henry Oyekanmi, Director, Finance

Subject: Formal Bid Solicitations and Request for Proposals Scheduled for Possible Issuance After Council Approval on June 1, 2021

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 items included in this report is \$2,270,000.

<u>PROJECT</u>	<u>Fund</u>	<u>Source</u>	<u>Amount</u>
Fire Department Project Management	164	Measure FF	\$2,000,000
Standard of Cover Study	164	Measure FF	\$200,000
Bond Capacity Study	501	PW	\$70,000
Total:			\$2,270,000

CURRENT SITUATION AND ITS EFFECTS

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 playgrounds 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 (Invitation for Bid) or RFP (Request for Proposal) may be released to the public and notices sent to the potential bidder/respondent list.

Formal Bid Solicitations and Request for Proposals
Scheduled for Possible Issuance After Council
Approval on June 1, 2021

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BACKGROUND

On May 6, 2008, Council adopted Ordinance No. 7,035-N.S., amending the City Manager's purchasing authority for services.

ENVIRONMENTAL SUSTAINABILITY

The Finance Department reviews all formal bid and proposal solicitations to ensure that they include provisions for compliance with the City's environmental policies. For each contract that is subject to City Council authorization, staff will address environmental sustainability considerations in the associated staff report to City Council.

RATIONALE FOR RECOMMENDATION

Need for the services.

ALTERNATIVE ACTIONS CONSIDERED

None.

CONTACT PERSON

Darryl Sweet, General Services Manager, Finance, 510-981-7329

Attachments:

- 1: Formal Bid Solicitations and Request for Proposals Scheduled For Possible Issuance After Council Approval on June 1, 2021
 - a) Fire Department Project Management
 - b) Standard of Cover Study
 - c) Bond Capacity Study

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

DATE SUBMITTED: June 1, 2021

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
21-11457-C	Fire Department Project Management	6/2/2021	6/29/2021	Seeking individuals or firms to provide project management services for the City as it plans and deploys a complex set of interrelated projects made possible by Measure FF – a parcel tax measure. These projects/programs will improve the fire and ems response and deployment, upgrade dispatch services, improve wildland urban interface fire prevention and evacuation strategies/programs , improve fire department training property, staffing and delivery, among other related	\$1,000,000 - 2,000,000 (over 5 Fiscal Years)	Funds available in FY2022	Fire Suppression	David Sprague 981-5501

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21-11458-C	Standard of Cover Study	6/2/2021	6/29/2021	The Standards of Coverage Analysis and Report will enable the Berkeley Fire Department to define the appropriate level of service based on a comprehensive study of the department's historical performance, community risk factors and expectations, an evaluation of existing and projected risks, hazards, population, topography, and proposed deployment strategies. The report will be a key component of an ensuing planning process.	\$200,000	Measure FF	Fire Suppression	David Sprague 981-5501
Dept TOTAL					\$2,200,000			
21-11459-C	Bond Capacity Study	6/2/2021	6/30/2021	Study and report the long-term borrowing capacity of the city.	\$70,000	501-54-623-673-0000-000-431-612990- 501-54-623-673-0000-000-431-612310-	PW/Engineering	Sean O'Shea 981-6306
Dept TOTAL					\$70,000			
DEPT. TOTAL					\$2,270,000			

