

RESOLUTION NO. 102-20

**RESOLUTION OF THE COUNCIL OF THE CITY OF RICHMOND, CALIFORNIA,
AUTHORIZING SERVICE CONTRACTS FOR AS-NEEDED PUBLIC
INFORMATION OFFICER FOR AN AMOUNT NOT TO EXCEED \$300,000 OVER
A THREE-YEAR PERIOD WITH A TWO YEAR EXTENSION OPTION, OCTOBER
1, 2020 THROUGH SEPTEMBER 30, 2023**

WHEREAS, the Richmond Public Works Department anticipate that several major projects funded by various fund sources, including bonds and grants will require the use of communications and public information officer (PIO) services; and

WHEREAS, Richmond Public Works Department further anticipate that additional major communications and public information officer (PIO) services projects not currently scheduled will arise during the period October 2020-2023 that will require the use of communications and public information officer (PIO) services; and

WHEREAS, the project-by-project selection process for communications and public information officer (PIO) services can take up to six months and involve significant per-project contracting costs; and

WHEREAS, the Richmond Public Works Department have demonstrated that the use of a communications and public information officer (PIO) services that have passed a competitive bidding process on an as-needed basis eliminates much of the delay and costs associated with project-by-project bidding; and

WHEREAS, in June 2020, the City issued a Request for Proposals for As-Needed Electrical Construction Services through the City's BidsOnline system; and

WHEREAS, twenty nine firms received the Request for Proposal, of which four presented proposals; and

WHEREAS, the four proposals the City received were reviewed by Public Works Director Yader A. Bermudez; Tawfic Halaby, Public Works Senior Engineer; and Gina Delatorre, Project Coordinator, Water Resources Recovery Division reviewed the proposals; and

WHEREAS, in evaluating proposals, the Public Works Director considered their previous experience working with the City based on the following criteria: (1) the relevant experience and strengths of each firm; (2) the organization of the firm, the availability of resources, and the firm's ability to meet project schedules; (3) the qualifications of the identified project manager and project team; and (4) the firm's ability to provide high quality customer service to the City and the community; and

WHEREAS, the Public Works Director accepted the proposals of the four firms, finding that all have the technical expertise to perform the work required, and that each clearly demonstrated their understanding of the technical complexities and regulatory issues involved in implementing public capital improvement projects; and

WHEREAS the four proposals submitted were:

Presidio PAG Inc. (San Diego)
S. Groner & Associates (Oakland)
TBC Communications and Media (Pacific Grove)
JMajors & Associates (Richmond); and

The firm selected and recommended for approval is: JMajors & Associates; and

WHEREAS, the Service Contract with the approved firm would be for an amount not-to-exceed \$300,000 over the three year period with two years extensions, October 1, 2020 through September 30, 2023; and

WHEREAS, the firm hired for this as-needed communications and public information officer (PIO) services will provide communications and public information officer (PIO) services as requested by the City; and

WHEREAS, the firm will be asked to submit proposals for particular projects; and

WHEREAS, the Public Works Department will manage the contracts;

NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Richmond, California, hereby authorizes the Public Works Department to enter into Service Contracts for as-needed communications and public information officer (PIO) services, with the following firm for an amount not to exceed \$300,000 over the three year period with an option for a two year extension, October 1, 2020 through September 30, 2023:

JMajors & Associates

I certify that the foregoing resolution was passed and adopted by the Council of the City of Richmond at a regular and special meeting thereof held September 22, 2020, by the following vote:

AYES:	Councilmembers Choi, Johnson, Martinez, Myrick, Willis, and Mayor Butt.
NOES:	None.
ABSTENTIONS:	None.
ABSENT:	Vice Mayor Bates.

PAMELA CHRISTIAN
CLERK OF THE CITY OF RICHMOND
(SEAL)

Approved:

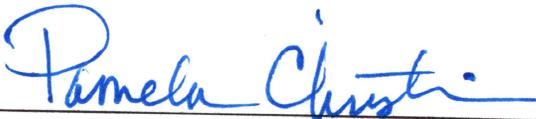
THOMAS K. BUTT
Mayor

Approved as to form:

RACHEL SOMMOVILLA
Interim City Attorney

State of California	}	
County of Contra Costa	}	: ss.
City of Richmond	}	

I certify that the foregoing is a true copy of **Resolution No. 102-20**, finally passed and adopted by the City Council of the City of Richmond at a special meeting held on September 22, 2020.



Pamela Christian, Clerk of the City of Richmond