
File ID: 2024-00767

4/2/2024

Consent Item 11.

Suspend Competitive Bidding and Authorize Alternative Procurement Method for Student Intern Services (Two-Thirds Vote Required)

File ID: 2024-00767

Location: Citywide

Recommendation: Pass a **Motion** suspending competitive bidding in the best interests of the City in favor of a Request for Proposals (RFP) for the procurement of Student Intern Services.

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Presenter: None

Attachments:

1-Description/Analysis

Additional Description/Analysis

Issue Detail: Student internships provide a cost-effective means to support existing City staff as students gain work experience necessary for future employment opportunities. The current contracts for Student Intern Services expire June 30, 2024. As such, staff must solicit for a new contract(s).

Policy Considerations: The recommendations in this report are in accordance with the provisions of City Code 3.56 regarding contracts for the purchase of nonprofessional services. Under City Code Section 3.56.230, competitive bidding is not required for contracts of \$250,000 or more if the City Council determines on a 2/3 vote that it is in the best interests of the City to suspend competitive bidding.

Economic Impacts: None.

Environmental Considerations: This report concerns administrative activities and governmental fiscal activities that do not constitute a "project" as defined by the California Environmental Quality Act (CEQA) Guidelines Sections 15378(b)(2) and 15378(b)(4) and are not subject to the provisions of

CEQA (CEQA Guidelines Section 15060(c)(3)).

Sustainability: None

Commission/Committee Action: Not applicable.

Rationale for Recommendation: The suspension of competitive bidding can be recommended for various reasons, including the use of alternative methods for contractor selection, such as using an RFP process and/or selecting a contractor based on factors other than, or in addition to, price.

Staff recommends that City Council suspend competitive bidding in favor of the RFP process to select the most qualified contractor(s) with the best value for the City.

Financial Considerations: The recommendations in this report do not result in any financial impact to the City. Upon approval of this recommendation and following the completion of the RFP process, Staff will submit to City Council a recommendation to authorize the City Manager to execute contract (s) with the selected vendor(s).

Local Business Enterprise (LBE): The City's LBE participation requirements will apply.