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**DEPARTMENT OF
GENERAL SERVICES**

**CITY OF SACRAMENTO
CALIFORNIA**

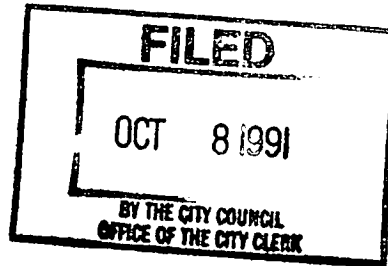
5730 - 24TH STREET
BUILDING FOUR
SACRAMENTO, CA
95822-3699

OFFICE OF THE DIRECTOR

September 23, 1991

City Council
Sacramento, California

Honorable Members in Session:



PH 916-449-5548
FAX 916-399-0263

DIVISIONS:

COMMUNICATIONS
FACILITY MANAGEMENT
FLEET MANAGEMENT
PROCUREMENT SERVICES

**SUBJECT: SACRAMENTO MEMORIAL AUDITORIUM RENOVATION (PA46)
REMOVAL AND RESTORATION OF THE ESTEY PIPE ORGAN
CHANGE FROM BID TO R.F.P. AND REVISE SUBMITTAL DATE**

LOCATION AND COUNCIL DISTRICT

1515 J Street (Sacramento Memorial Auditorium); Council District 1.

SUMMARY

The City is switching from bidding the removal and restoration of the pipe organ to the RFP process. The due date for the proposals will be October 22.

STAFF RECOMMENDATION

This report is for information only. No action is required.

BACKGROUND INFORMATION

On July 23, 1991, the City Council approved the contract documents for the general construction of the Memorial Auditorium Renovation and for the restoration of the Estey Pipe Organ and authorized the release of the pipe organ bid documents on September 10, with bid submittals due on October 8, 1991.

Because of the unique nature of the restoration work and to ensure that only a qualified contractor be selected to perform the removal and renovation of the historic organ in Memorial Auditorium, it is in the City's best interest that the contractor be selected based on qualifications and fee proposals rather than through the standard bidding process. To allow sufficient time for the preparation of these proposals the submittal date will be moved from Tuesday, October 8 to Tuesday, October 22, 1991.

FINANCIAL CONSIDERATIONS

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City Council
Re: Sacramento Memorial Auditorium Renovation (PA46)
Removal and Restoration of the Estey Pipe Organ
September 23, 1991
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Estimates indicate the restoration work on the pipe organ should be approximately \$500,000 as originally indicated in the project budget. The use of an RFP should not impact the overall budget considerations.

POLICY CONSIDERATIONS

This report is for information only. There are no policy considerations.

WBE / MBE EFFORTS

The City's pipe organ renovation consultant has identified four possible qualified firms to submit proposals, none of the firms qualify for WBE/MBE certification. The City's MBE/WBE business directory was reviewed, no organ restoration contractors were listed. To encourage MBE/WBE participation, the RFP has been advertised in local news papers.

Respectfully submitted,



Frank Mugartegui
Director of General Services

RECOMMENDATION APPROVED:



WALTER J. SLIPE
City Manager

October 8, 1991
District #1

Contact Persons:

Duane Wray, Facility Manager @ 449-5445; or
Michael George, Project Manager @ 449-6745

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