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**RESOLUTION NO. 2014-4**

**A RESOLUTION OF THE ALBANY CITY COUNCIL APPROVING  
PROCEDURES FOR THE IMPLEMENTATION OF THE DESIGN BUILD  
ALTERNATE METHOD OF PUBLIC FACILITIES PROCUREMENT**

**WHEREAS**, Section 4.03 of the City Charter of the City of Albany concerning public contract work, including the erection and improvement of public buildings and works, sets forth the authority of the City Council to establish by ordinance requirements for formal competitive bidding, and to establish other procedures as necessary for undertaking the completion of any public projects; and

**WHEREAS**, Chapter XIII of the City of Albany Municipal Code sets forth the procedures and requirements for the procurement of public works projects and contracts; and

**WHEREAS**, Pursuant to Ordinance No. 2014-01 the City Council of the City of Albany has established the an alternate method for procurement of public works projects and contracts through the Design Build method, and said ordinance provides that the City Council may establish procedures, terms and conditions for the implementation of the Design Build alternate procurement method;

**NOW THEREFORE, BE IT RESOLVED**, That the City Council of the City of Albany hereby adopts the following procedures, terms and conditions for the implementation of the Design Build alternate method for procurement of public works projects and contracts:

**1. Project Scope**

The project scope will be defined by a City Council approved set of documents setting forth project elements such as size, type, desired design character, materials, equipment, and workmanship, as may be defined by preliminary plans and specifications prepared by a licensed design professional.

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**2. Request for Proposals/ Qualifications**

Based on the documents prepared to define the project scope per Section 1, the City will issue a Request for Proposals (RFP) to invite interested parties to submit proposals for the design and construction of the facility. The distribution of the RFP may be unlimited, or may be limited to those firms that are best qualified on the basis of the experience and skills that match the project. The City may use a two step process of soliciting qualifications first, with a subsequent solicitation of proposals from a select list of best qualified firms, or may solicit for proposals and qualifications in one step. The RFP will be approved by the City Council before distribution, and will include the City Council approved project scope documents, and the criteria that will be used to evaluate the proposals including: proposed cost, best value (price, features, functions); experience, membership and form of structure of the design/construction team; demonstration of financial capacity to complete the project, obtain bonding and liability insurance; and evidence of licenses for professional designers.

**3. Designer Limitation**

An architect/ engineer retained by the City for the preparation of the project scope documents may also be retained for construction management advice, but will not be eligible to participate in an entity competing for selection as the Design- Builder.

**4. Prevailing Wage**

The solicitation of proposals should make it clear that the construction contract will require the payment of Prevailing Wages as it is defined in the California Labor Code Section 1771, and responsive proposals must include pricing with that requirement.

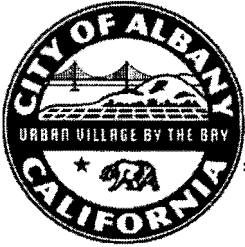
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**5. Notice**

The City Council consideration of the issuance of an RFP shall be noticed 10 days before the Council Meeting on which the RFP will be considered for approval and distribution.

**BE IT FURTHER RESOLVED,** this resolution shall become effective upon the effective date of Ordinance No. 2014-01 amending the Albany Municipal Code establishing the Design Build alternate method.

  
MAYOR



# City of Albany

1000 San Pablo Avenue • Albany, California 94706  
(510) 528-5710 • [www.albanyca.org](http://www.albanyca.org)

**RESOLUTION NO. 2014-4**

PASSED AND APPROVED BY THE COUNCIL OF THE CITY OF ALBANY,

The 21st day January, 2014, by the following votes:

AYES: Council Members Atkinson, Barnes, Maass, Vice Mayor Wile & Mayor Thomsen

NOES: none

ABSENT: none

ABSTAINED: none

RECUSED: none

WITNESS MY HAND AND THE SEAL OF THE CITY OF ALBANY, this 22nd  
day of January, 2014.

Eileen Harrington  
DEPUTY CITY CLERK