



STAFF REPORT

SAUSALITO CITY COUNCIL

AGENDA TITLE:

Adopt a resolution rescinding Resolution No. 4995, appropriating funds for and authorizing the City Manager to install a temporary parking lot booth for Municipal Lot #1

RECOMMENDED MOTION:

Adopt the attached resolution as a part of the Consent Calendar

SUMMARY and BACKGROUND

On March 16, 2010, Council moved "to use the wheelhouse as a temporary structure and also consider it for the permanent structure".

Throughout the discussions on the parking lot booth options, staff had included in their Staff Reports a draft resolution to rescind Resolution No. 4995 which had previously awarded a purchase order to B.I.G. Enterprises for the purchase of a pre-fabricated parking booth. This action was not included with the above motion adopted on March 16.

Rescinding Resolution No. 4995 will effectively cancel the purchase order previously approved and authorize payment to B.I.G. Enterprises, in an amount not to exceed \$1,000, for their work in designing the pre-fabricated booth.

In addition, the attached resolution affirms the actions taken by Council at their meeting of March 16 authorizing the use of the Wheelhouse as a temporary parking booth.

ISSUES

Should Council not take action to rescind Resolution No. 4995, the B.I.G. purchase order remains active. However, by adopting the attached resolution, the actions taken previously by Council will be reversed; thus, making it clear that the pre-fabricated parking lot booth is no longer required.

Item #: 487
Meeting Date: 4-6-10
Page #: 1

FISCAL IMPACT

- 1. Releases \$65,053 from the purchase order for B.I.G. Enterprises back to the Parking Fund
- 2. Authorizes up to \$1,000 for payment of services to B.I.G. Enterprises
- 3. Authorizes up to \$20,000 to retrofit the Wheelhouse as a temporary parking booth

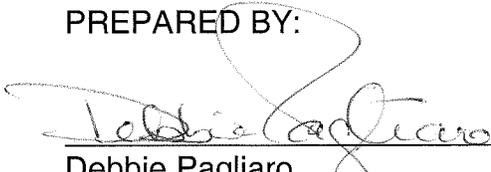
STAFF RECOMMENDATIONS

Adopt the attached resolution as a part of the Consent Calendar

ATTACHMENTS

Draft resolution

PREPARED BY:



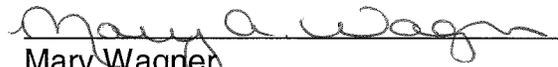
 Debbie Pagliaro
 Assistant to the City Manager / City Clerk

REVIEWED BY:



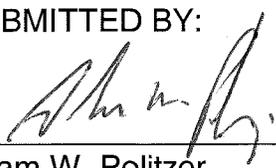
 Charles Francis
 Administrative Services Manager

REVIEWED BY:



 Mary Wagner
 City Attorney

SUBMITTED BY:



 Adam W. Politzer
 City Manager

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAUSALITO
RESCINDING RESOLUTION 4995, APPROPRIATING FUNDS FOR AND
AUTHORIZING THE CITY MANAGER TO INSTALL A TEMPORARY PARKING
LOT BOOTH FOR MUNICIPAL LOT #1**

WHEREAS, on June 24, 2008 the City Council adopted the 2008-2009 Annual Budget which included funding for replacement of the City's Booth in Parking Lot 1 (Parking Fund 220-420-7000-720 Building); and

WHEREAS, the City Engineer in collaboration with the Parking Division prepared a detailed specification for the replacement; and

WHEREAS, a custom, architect-designed booth was considered by City Staff but, the potential cost for construction alone was considered a significant disadvantage over a standard, pre-fabricated booth; and

WHEREAS, B.I.G. Enterprises, Inc. prepared a preliminary design identified as "Big Booth – Ocean Park" referred to the Planning Commission by the City Council at its regular meeting of November 13, 2007; and

WHEREAS, at its January 9, 2008 regular meeting, the Planning Commission of the City of Sausalito approved the conceptual application for both the B.I.G. Enterprises, Inc. pre-fabricated booth and the relocation of the booth within the lot, subject to the requirement for submittal of final plans for further consideration once they have been prepared; and

WHEREAS, with Resolution No. 4995 of January 27, 2009 the City Council awarded a Purchase Order to B.I.G. Enterprises in the amount of \$65,053 for purchase of the Pre-Fabricated Parking Booth; and

WHEREAS, with Resolution No. 5036 of June 16, 2009 the City Council accepted a report from Walker Parking Consultants Inc. recommending that the gates be removed from Parking Lots 1 and 3 as part of a program to replace Parking Access and Revenue Control Systems for the City; and

WHEREAS, with said Resolution No. 5036 of June 16, 2009 Walker Parking Consultants Inc. was authorized to perform a submittal review for the new parking booth approved for Lot 1 and provide recommendations for possible booth floor plan modifications based on intended use and final booth location selected by the City; and

Item #: 4B7
Meeting Date: 4-6-10
Page #: 3

WHEREAS, Walker Parking Consultants, Inc. met with City Staff including Public Works, Police and Parking Division employees and has determined that neither the floor plan nor the planned location for the new B.I.G. pre-fabricated booth satisfy the City's requirements at this time; and

WHEREAS, the City has imminent plans to perform construction in the area of the existing booth in conjunction with rehabilitation of the Anchor Street Wastewater Lift Station; and

WHEREAS, City Staff including Public Works, Police and Parking Division employees have identified and evaluated alternative courses of action to accommodate Parking Lot personnel during the upcoming peak parking season; and

WHEREAS, the alternatives evaluated included attempting to remain in the existing booth, purchasing the approved B.I.G. Enterprises booth and attempting to use it at a temporary location until a longer-term solution can be developed, renting modular office space pending a longer-term solution, or leasing a skid-mounted temporary structure for use until a permanent solution can be developed; and

WHEREAS, on March 2, 2010, Council directed Staff to make appropriate modifications to the *George Shima* Wheelhouse, in an amount not to exceed \$20,000, in order for the wheelhouse to be used as a temporary parking lot booth, and to further consider this structure for a permanent booth; and

WHEREAS, the booth approved from B.I.G. Enterprises is no longer needed, Staff recommends that the Purchase Order be cancelled, design fees in the amount of \$1,000 be paid to fully-compensate B.I.G. Enterprises for its work in designing the cancelled booth, and that the remaining funds encumbered for the booth purchase be released to the Parking Fund; and

WHEREAS, with the release of the B.I.G. booth funds Staff recommends that funds for the modifications to the *George Shima* Wheelhouse be appropriated from the Parking Fund for the proposed project; and

WHEREAS, the existing booth structure is no longer needed, cannot be repaired, and is of no apparent salvage value, Staff recommends that it be demolished and properly disposed of.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Sausalito:

1. Rescinds Resolution No. 4995 of January 27, 2009.
2. Authorizes the Administrative Services Director/Treasurer to: (a) pay B.I.G. Enterprises up to \$1,000 for its work in designing the booth approved for purchase under Resolution 4995, (b) release the remainder of the appropriated funds to the Parking Fund, and (c)

Item #: 487
Meeting Date: 4-6-10
Page #: 4

appropriate funds not to exceed \$20,000 in order to retrofit the wheelhouse as a temporary parking booth.

3. Authorizes the Director of Public Works to make the temporary booth fit for use in Parking Lot 1 as soon as practicable.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Sausalito on the 6th day of April, 2010 by the following vote:

AYES: Councilmembers:
NOES: Councilmembers:
ABSTAIN: Councilmembers:
ABSENT: Councilmembers:

MAYOR OF THE CITY OF SAUSALITO

ATTEST:

CITY CLERK

Item #: 487
Meeting Date: 4-6-10
Page #: 5