

July 8, 2011

To: Honorable Mayor Gayle McLaughlin
Members of the City Council

From: Finance, Administrative Services and Economic Development Committee

SUBJECT: SUMMARY
Finance, Administrative Services and Economic Development Committee
Friday, July 8, 2011 9:18 a.m.

Attendance: Present: Chair Beckles and Member Rogers

Absent: None

**FINANCE, ADMINISTRATIVE SERVICES AND ECONOMIC DEVELOPMENT
COMMITTEE**

A. CONSENT CALENDAR

1. **CONSIDER**: recommending adoption of a resolution authorizing a standing order procurement process with Innovative Interfaces, Inc. for annual hardware and software maintenance, consulting, training, and software application modules in an amount not to exceed \$150,000 for each of three Fiscal Years: 2011-2012, 2012-2013, and 2013-2014 - Library & Cultural Services (Mike Oliver 620-6554).
2. **CONSIDER**: recommending approval of a contract with Western Roofing Services for the re-roofing of Fire Station 61 located at 140 W. Richmond Avenue, in an amount not to exceed \$120,500.00 - Public Works (Yader A. Bermudez, 774-6300).

Outcome: The Finance Committee voted unanimously to move the above items to the City Council Agenda.

B. ROUTINE ITEMS

1. **REVIEW**: of the city's check register - Finance Department (James Goins 620-6740).
2. **REVIEW**: of the city's Investment Report and Cash Balance Report for the month of May 2011 - Finance Department (James Goins 620-6740).

Outcome: No questions, no discussions on the Routine Items.

C. CONTRACTS & PAYMENTS

1. **CONSIDER**: recommending approval of a construction contract for the Marina Bay Yacht Harbor Maintenance Dredging Project, per the plans and specifications to Salt River Construction Corporation the lowest responsible bidder in the amount of \$1,850,571 - Port Department (Jim Matzorkis 215-4600).

Outcome: The Finance Committee voted unanimously to move this item to the City Council Agenda.

2. **CONSIDER**: recommending adoption of a resolution authorizing service contracts with 10 architects, eight landscape architects, and three structural engineer firms for as-needed architectural, landscape architectural, and structural engineer services in an amount not to exceed \$350,000 per firm over a three-year period - Public Works (Yader A. Bermudez 231-3009).

Outcome: Chris Chamberlin gave an overview of the item. The Finance Committee voted unanimously to move this item to the City Council Agenda with the understanding that staff would communicate with Vice Mayor Butt to answer any questions that he may have and include the answers in a report to the City Council.

3. **CONSIDER**: recommending adoption of a resolution renewing standing orders/outline agreements for information technology related goods and services from various vendors in an amount not to exceed \$250,000 per vendor for fiscal year 2011-2012 - Information Technology (Sue Hartman 620-6874).

Outcome: The Finance Committee voted unanimously to move this item to the City Council Agenda.

4. **CONSIDER**: recommending approval of Contract Amendment No. 2 with Bay Cities Paving and Grading, Inc., to increase the contract value by \$132,065.64 for a total of \$1,782,897.13 and acceptance of work for the Via Verdi Temporary Channel Improvements Contract - Engineering Services (Edric Kwan 621-1825/Tawfic Halaby 621-1612).

Outcome: The Finance Committee voted unanimously to move this item to the City Council Agenda.

5. **CONSIDER**: recommending that the City Council approve contracts with Pogo Park, MIG and Mack5 to facilitate the expansion and renovation of Elm Park, and authorize the City Manager to execute all required contracts and agreements to facilitate the acquisition of 720 Elm Avenue and relocation expenses of the tenants at the property as part of this project - City Manager's Office (Bill Lindsay 620-6512).

Outcome: The Finance Committee voted unanimously to move this item to the City Council Agenda.

**D. ADMINISTRATION, FISCAL POLICY & COUNCIL DIRECTED
POLICY**

1. **REVIEW & DISCUSSION**: of the city's Pavement Program - Engineering Services (Edric Kwan/Tawfic Halaby 621-1612)

Outcome: The Finance Committee voted unanimously to accept the report.

2. **DISCUSSION**: of ways to provide better and increased services through finding new revenue sources, obtaining organizational efficiencies, and redirecting existing sources of funding – City Council (Councilmember Rogers 620-6581).

Outcome: The Finance Committee and staff discussed the following ways to contribute to the improvement of the environment and possibly becoming a model for other cities: reducing paper use, eliminating checks, using digital information, notifying mail vendors for spammed e-mails, options for people to switch over from paper to e-mail, and allowing e-mail recipients an option to opt out of e-mail versus paper. Staff to bring back initial thoughts on what was feasible.

OPEN FORUM/PUBLIC COMMENT

There were no speakers.

The meeting adjourned at 10:38 a.m.