



**CITY OF SAUSALITO  
CITIZEN'S OVERSIGHT COMMITTEE  
THURSDAY, September 18, 2008  
5:45 P.M. in the Conference Room at the City Hall  
at 420 LITHO STREET, SAUSALITO**

**5:45 P.M. CALL TO ORDER IN THE CONFERENCE ROOM AT CITY HALL, 420 LITHO STREET**

- A. Administrative Services Director/Treasurer Louise Ho calls the meeting to order
- B. Roll Call

**Members Present: Stafford W. Keegin, Peter Van Meter, Norman Wohlschlaeger, Bob Zadek**

**Council/Staff Attendance: Councilmember Jonathan Leone, City Manager Adam Politzer, Administrative Services Director/Treasurer Louise Ho**

- C. Public Comments on matters that are *not* on the agenda

**None**

- D. Presentation of Documents Requested

**Reviewed Peak Engineering invoice for \$211,500 related to demolition; reported cost expended in July and August 2008**

**Committee Recommendation: Approval the expenditures presented by City staff for cost expended for the months of July and August 2008 of \$211,123 (see attached spreadsheet)**

**Action Taken: Approved**

**Motion: Van Meter**

**Seconded by: Zadek**

**Vote: Ayes 4 Noes 0 Absent 0 Abstain 0**

**Ayes: Keegin, Van Meter, Wohlschlaeger, & Zadek**

- E. Discussion of what the Committee Members need from City staff for next meeting

- **Construction contract and cost expended to September 30, 2008**
- **Swinerton contract amendment**
- **Change order for Peak Engineering, Inc.**
- **Early payment discount proposal on invoice and early release of retention amount**
- **Cash flow projection from Swinerton and draw down procedure to maximize interest income**

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"The City of Sausalito serves its people and promotes creativity in its unique waterfront community."

**F. Set Next Meeting Date**

**5:30 p.m. on October 15, 2008**

**G. Adjournment**

***Special Needs***

In compliance with the Americans with Disabilities Act (28 C.F.R. 35.102-35.104, ADA Title 11), if you need special assistance to participate in a City Council meeting, please call 289-4165. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.



**City of Sausalito**  
**420 Litho Street, Sausalito, CA 94965**  
**(415) 289-4100     [www.ci.sausalito.ca.us](http://www.ci.sausalito.ca.us)**

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City of Sausalito											
Public Safety Buildings Cost Analysis											
Fund 141											
	FY 2003	FY 2004	FY 2005	FY 2006	FY 2007	FY 2008	FY 2009	FY 2010	Total	As of	Total
										5/31/08	8/31/2008
										6/30/08	
										Costs Reviewed by Citizen's Oversight Committee:	
											Total
Beg cash in bank	514,130	515,078	989,834	956,471	1,114,228	1,134,365	330,752	452,217	514,130		1,737,917
Donation/Contributions			5,000	1,000	7,561				13,561		
LEED Certification Grant						5,000			5,000		
Interest on Investments	8,163	5,512	19,726	38,422	59,034	28,692			159,549		
Advance from General CIP Fund		477,000		500,000	155,000				1,132,000		
Transfer in from BONY (draw down)							500,000		500,000		
Capitalized Costs- GO Bonds			(71,042)	(361,837)	(167,887)	(925,651)	(211,500)		(1,737,917)	1,368,862	157,932
Capitalized Costs- Non-GO Bonds						(1,250)			(1,250)		
Non-Capitalized Costs	(6,440)	(7,531)	(5,248)	(61,036)	(27,989)	(23,612)			(131,856)		
Adj: accrual to cash basis	(775)	(225)	18,201	41,208	(5,582)	113,209	(167,036)		(1,000)		
End cash in bank	515,078	989,834	956,471	1,114,228	1,134,365	330,752	452,217	452,217	452,217		
Beg cash with fiscal agent (BONY)					15,399,394	15,785,632	16,482,864	15,991,049	15,399,394		
Earnings net of investment fee					386,238	697,232	8,185		1,091,655		
Draw-down request:							(500,000)		(500,000)		
#1 dated 8/22/2008											
Cash with fiscal agent (BONY)	-	-	-	-	15,785,632	16,482,864	15,991,049	15,991,049	15,991,049		
Total cash balance	515,078	989,834	956,471	1,114,228	16,919,997	16,813,616	16,443,266	16,443,266	16,443,266		

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<b>City of Sausalito</b>					
<b>Public Safety Buildings Cost Analysis</b>					
<b>Fund 141</b>					
<b>Construction In Progress</b>					
<b>Quantity, brief description and justification of items requested</b>	<b>Adjusted Contract Amount</b>	<b>Total Spent To-Date 6/30/2008</b>	<b>Jul-Aug 08</b>	<b>Total Spent To-Date 8/31/2008</b>	<b>Contract Remaining Balance (P.O.)</b>
<b>Construction management</b>					
Swinerton - Concept phase	5,540	5,540		5,540	-
Swinerton - 40 hrs preconstruct services	5,400	5,328		5,328	73
Swinerton - Preconstruction Phase- Monthly Task	193,998	193,998		193,998	-
Swinerton - Preconstruction Phase- Review Task	88,893	55,066		55,066	33,827
Swinerton - Bidding Phase	49,394	-		-	49,394
Swinerton - Construction Phase	264,980	-		-	264,980
Swinerton - Close out Phase	10,800	-		-	10,800
Swinerton - Direct Expense	3,500	3,100		3,100	400
	622,505	263,032		263,032	359,474
<b>Engineering Design</b>					
BKF Engineering - LLA Survey Services	33,157	33,231		33,231	(74)
BKF Engineering - Story Pole Installation	8,100	8,105		8,105	(5)
SCS-Swinteron Builders -Story Pole Construct	12,401	22,818		22,818	(10,417)
CEL-Consolidated Engineers - Soils Study	38,040	20,757		20,757	17,283
Northern California Planning & Development-Site Plan	1,200	1,200		1,200	
	92,898	86,111		86,111	6,787
<b>Architect</b>					
BSA	798,275	211,760		211,760	586,515
BSA contract - terminated	(586,515)	-		-	(586,515)
Glass Arch - basic services - Schema Design (PD	59,250	59,250		59,250	-
Glass Arch - basic services - Demolition Documen	35,000	35,000		35,000	-
Glass Arch - basic services - Design Developmen	291,390	291,390		291,390	-
Glass Arch - basic services - Construction Docum	437,085	393,377		393,377	43,708
Glass Arch - basic services - Bidding	19,426	3,885		3,885	15,541
Glass Arch - basic services - Construction Admin	223,399	-		-	223,399
Glass Arch - LEED Design Services	129,100	83,915		83,915	45,185
Glass Arch - Reimbursable Expenses	35,000	14,665		14,665	20,335
	1,441,410	1,093,242		1,093,242	348,168
<b>Environmental Review</b>					
County of Marin (Dept of Fish and Game) - filing f	1,250	1,250		1,250	-
GPI Environmental Consultants - pre-demo asbes	4,335	4,335		4,335	-
Pacific Municipal Consultants - initial study	54,696	54,696		54,696	-
Environmental Collaborative- Nesting/Roosting su	457	457		457	-
	60,738	60,738		60,738	-
<b>Installation &amp; Removal Story Poles</b>					
Life Oak Builders	11,498	10,522		10,522	976
<b>Geotech/Soil Test</b>					
CEL-Consolidated Engineering Laboratories	16,280	10,340		10,340	5,940
<b>LEED Enhanced Commissioning</b>					
Architect Energy Corp-LEED Enhanced Commis	10,287	2,057		2,057	8,230
<b>Permits and Fees</b>					
Bay Area Air Qiality Mngt Dist- permit to demol Fi	376	376		376	-
<b>Archeological Services</b>					
Holman&Associates-Archeological monitoring of e	2,875			-	2,875
<b>Demolition &amp; New Construction</b>					
Peak Engineering, Inc.	275,350		211,500	211,500	63,850
<b>Total Capitalized Costs - GO Bonds</b>	<b>2,534,217</b>	<b>1,526,417</b>	<b>211,500</b>	<b>1,737,917</b>	<b>796,300</b>

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