



STAFF REPORT

CITY COUNCIL OF THE CITY OF SAUSALITO

AGENDA TITLE

Rejection of Bids for Replacement of Parking and Revenue Control Systems (PARCS) Equipment in City Parking Lots 1, 2, 3 and 4 and Direction to Revise Bid Documents and Re-Bid

RECOMMENDED MOTION

Adopt a Resolution of the City Council of the City of Sausalito Rejecting Bids for Replacement of Parking and Revenue Control Systems (PARCS) Equipment in City Parking Lots 1, 2, 3 and 4 Invited with Resolution No. 5066 and Directing Revisions to Bid Documents and Re-Bidding

SUMMARY:

The City desires to replace much of the parking equipment associated with its existing lots, ticket and payment machines, gates, and the hardware and software used to register sales and facilitate enforcement. The City's objective is higher quality, reliability, security and flexibility to better leverage the skills and expertise of parking staff and result in an optimum balance between revenue generation and the public interest.

With Resolution No. 4996 of January 27, 2009 the City Council approved a professional services agreement with Walker Parking Consultants to provide parking and revenue control systems (PARCS) consulting services to help identify and prepare the drawings and technical specifications necessary for the procurement and installation of new parking equipment, to be implemented first in Lots 1 and 3. In its final report under that scope, Walker concluded that while the existing system has provided a relatively high level of service to parking patrons, particularly during the peak weekend exiting periods, it is extremely labor intensive and costly to operate. Walker recommended installation of a multi-space meter (MSM) replacement system because it would allow vehicles to exit the lots at a faster rate, improving not only the efficiency of the exits, but also the vehicular circulation for entering traffic, as congestion and cross-traffic between entering and exiting vehicles would be reduced. User groups such as Yacht Club members and Sausalito residents would still receive discounted parking rates; however, it may be possible to use the Smart Card issued to these individuals to debit a prepaid account directly for parking charges and avoid sending invoices each month. At a future time, an MSM system would also be able to integrate the on-street parking management by providing integrated financial, management, bank reconciliation, maintenance and enforcement reports for the entire parking system, provided that the existing SSM system is replaced with MSMs.

Item: 434

Meeting Date: December 8, 2009

Page: 1

As Council was advised during the course of its September 15, 2009 meeting, Walker Parking completed preparation of Bid Documents for the furnishing and installation of the recommended equipment. With Council Resolution No. 5066 of that date, Council approved the details of the bid documents and authorized the release of an invitation to bid to furnish and install the specified equipment and related elements.

The Bid Documents, dated October, 2009, were issued to interested vendors, posted on the City's website, and notices published in conformance with Sausalito Municipal Code for formal bids for equipment. A pre-bid conference was held October 16, 2009 here in City Hall. Vendors were copied on questions asked and answered during the bid period. Two addenda were issued. Bids received were opened and read aloud at the appointed hour of noon on Friday October 30, 2009. Two bids were received before the appointed hour. A third bid was received at 1:50 PM.

The bids received before the appointed hour were evaluated by Walker Parking and Staff and determined to be from responsible bidders, but non-responsive to the Bid Documents. Because the third bid received was late, it was not considered. Staff recommends that Council reject the bids received and direct Staff and Walker Parking to clarify the bid documents to provide a reasonable opportunity for the non-responsive bidders to make their bids responsive, and to re-advertise the procurement to provide adequate time for the bidders and vendors that did not bid to prepare responsive bids. Upon receipt and review of said bids, and assuming that there is at least one responsive and responsible bidder, Staff will return to Council with recommendations for award. At this point, Staff expects to be able to make such a recommendation on or before February 2010.

ISSUES

None identified.

FISCAL IMPACT

None at this time. Assuming that one or more responsive, responsible bids are received, Staff will return to Council seeking award of the contract. The approved budget for FY2009-10 includes \$500,000 for replacement of machinery and equipment (Fund 220-420-7000-740). As of December 2, 2009 an unencumbered balance of \$500,000 remains in that account. Walker Parking estimates that the cost for the specified equipment will be less than \$500,000.

STAFF RECOMMENDATION

Adopt a Resolution of the City Council of the City of Sausalito Rejecting Bids for Replacement of Parking and Revenue Control Systems (PARCS) Equipment in City Parking Lots 1, 2, 3 and 4 Invited with Resolution No. 5066 and Directing Revisions to Bid Documents and Re-Bidding

Item: 4B4

Meeting Date: December 8, 2009

Page: 2

ATTACHMENTS

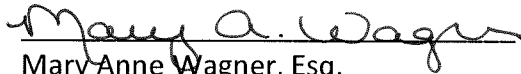
None.

PREPARED BY:



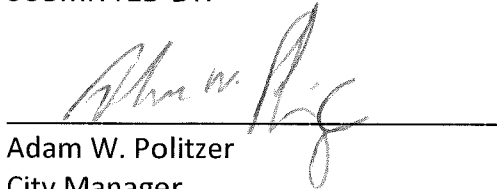
Jonathon Goldman
Director of Public Works

REVIEWED BY:



Mary Anne Wagner, Esq.
City Attorney

SUBMITTED BY:



Adam W. Politzer
City Manager

RESOLUTION No. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAUSALITO REJECTING
THE BIDS RECEIVED IN RESPONSE TO INVITATIONS AUTHORIZED BY
RESOLUTION NO. 5066 AND DIRECTING STAFF TO REVISE THE BID
DOCUMENTS AND RE-BID**

WHEREAS, with Resolution No. 5066, adopted at its regular meeting on the 15th day of September, 2009, the City Council authorized issuance of invitations to bid for REPLACEMENT PARKING ACCESS AND REVENUE CONTROL SYSTEM ("PARCS") FOR CITY-OWNED PARKING FACILITIES; and

WHEREAS, the Bid Documents, dated October, 2009, were issued to interested vendors, posted on the City's website, and notices published in conformance with Sausalito Municipal Code for formal bids for equipment; and

WHEREAS, a pre-bid conference was held October 16, 2009 here in City Hall; and

WHEREAS, vendors were copied on questions asked and answered during the bid period, two addenda were issued, and bids received were opened and read aloud at the appointed hour of noon on Friday October 30, 2009; and

WHEREAS, the bids received before the appointed hour were evaluated by Walker Parking and Staff and determined to be from responsible bidders, but non-responsive to the Bid Documents; and

WHEREAS, Staff recommends that Council reject the bids received, return them to the bidders, and direct Staff and Walker Parking to clarify the Bid Documents to provide a reasonable opportunity for the non-responsive bidders to make their bids responsive, and to re-advertise the procurement to provide adequate time for the bidders and vendors that did not bid to prepare responsive bids.

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

1. Rejects the bids received October 30, 2009 for REMOVE AND REPLACE THE EXISTING PARKING AND REVENUE CONTROL SYSTEMS (PARCS) EQUIPMENT IN LOTS 1, 2, 3 AND 4 WITH MULTI-SPACE METERS (MSMS).
2. Directs Staff to Revise the Bid Documents as detailed herein.
3. Authorizes the City Manager to Invite New Bids for Provision of the Specified Equipment.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Sausalito on the 8th day of December, 2009 by the following vote:

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

MAYOR OF THE CITY OF SAUSALITO

ATTEST:

CITY CLERK

484
6