



CITY OF SANTA BARBARA

COUNCIL AGENDA REPORT

AGENDA DATE: October 18, 2016

TO: Mayor and Councilmembers

FROM: Downtown Parking Section, Public Works Department

SUBJECT: Purchase Of Downtown Parking Attendant Kiosk At City Lot 5

RECOMMENDATION:

That Council find that it is in the best interest of the City to waive bidding requirements as authorized by Municipal Code Section 4.52.070 L, and authorize the General Services Manager to issue a purchase order, to B.I.G. Enterprises, Inc., for a pre-fabricated parking attendant kiosk located at 1220 Chapala Street, City Lot 5, in an amount not to exceed \$44,763.

DISCUSSION:

The Public Works Department's Downtown Parking Program, operates a total of 15 parking lots and garages in the downtown district with a total of approximately 3,558 parking stalls spread throughout the 5 parking garages and 10 surface parking lots. All but 3 of the 15 lots have staffed attendant kiosks. Staffed kiosks play a vital role in revenue collection, traffic control, and relaying information to the parking patrons.

Several years back, in order to facilitate access to the Victoria Theater Restoration Project construction site, the Victoria Street entrance was converted to an exit and a temporary kiosk was constructed. Shortly after completion of the theater project, the City began designing a permanent exit, including enhanced landscaping, realigned curbs, and sidewalks, and a permanent kiosk (Kiosk Project). The new kiosk will be American with Disabilities Act compliant and have a similar appearance to the kiosk installed at City Lot 4. On August 29, 2012, the City received final design approval from the Historic Landmarks Commission for the permanent kiosk at the Victoria Street exit lane.

B.I.G. Enterprises, Inc. (B.I.G.), has supplied parking lot kiosks for most of the City's downtown and waterfront parking lots. B.I.G. offers a variety of pre-fabricated structures commonly used in parking lots and similar venues. In order to maintain consistency in appearance and function, the City recommends a sole source purchase order with B.I.G. for the purchase of one B.I.G. kiosk to be placed at the Victoria Street exit lane of City Parking Lot 5. The new kiosk will be located in the same general location as the

temporary one and will be compatible with Downtown Parking's existing parking lot access control equipment.

Due to the amount of lead time needed to fabricate and deliver the new kiosk (e.g. 12 to 14 weeks), staff recommends purchasing the kiosk before the Kiosk Project goes out to bid in order to ensure quality control and timely delivery.

Based on staff research, B.I.G.'s prefabricated kiosks are considerably less expensive than custom kiosks. Additionally, B.I.G. is considered the leading booth manufacturer in America and is recognized for its durability, longevity, and warranty of product. B.I.G. is located in El Monte, California, and is readily available and able to provide support and respond to requests within 24 hours. For these reasons, staff is recommending that Council find it in the best interest of the City to waive bidding requirements and authorize the Public Works Director to purchase the kiosk from B.I.G.

The Kiosk Project construction is anticipated to start in February 2017, immediately following completion of the Santa Barbara International Film Festival.

BUDGET/FINANCIAL INFORMATION:

The total purchase order cost of the prefabricated kiosk is \$44,763, which includes 10 percent for unanticipated change order costs. The Kiosk Project is funded from the Downtown Parking Enterprise Fund. There are sufficient appropriated funds to cover the cost of the Kiosk Project.

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SUBMITTED BY: Rebecca J. Bjork, Public Works Director

APPROVED BY: City Administrator's Office