

APPROVED  
BY THE CITY COUNCIL

NOV 13 1997

OFFICE OF THE  
CITY CLERK



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AG97-172

DEPARTMENT OF  
PUBLIC WORKS

CITY OF SACRAMENTO  
CALIFORNIA

915 I STREET  
ROOM 200  
SACRAMENTO, CA  
95814-2700

TECHNICAL SERVICES DIVISION  
REAL ESTATE SERVICES

October 23, 1997

PH 916-264-5710  
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City Council  
Sacramento, California

Honorable Members in Session:

**SUBJECT: RESOLUTION AUTHORIZING NEGOTIATION AND LEASING OF  
PROPERTY WITHOUT COMPETITIVE BIDDING FOR THE  
INSTALLATION AND OPERATION OF AUTOMATIC TELLER  
MACHINES AT MEADOWVIEW COMMUNITY CENTER**

**LOCATION/COUNCIL DISTRICT:** Meadowview Community Center, 2450  
Meadowview Road, in Council District 8

**RECOMMENDATION:**

This report recommends that the City Council adopt the attached resolution to approve the following actions:

- Give notice that the City of Sacramento intends to lease interior space in the Meadowview Community Center, without competitive bidding, pursuant to City Code Section 12.02.073(F);
- Find, in accordance with City Code Section 12.02.073(F), that special circumstances exist which make the use of the bid procedure inappropriate. Those special circumstances are that: (i) the amount of square footage being leased is insignificant; (ii) the footage is not considered to be commercial space and; (iii) the value of the lease is nominal.
- Approve the execution of the ATM Lease Agreement with Wells Fargo Bank, N.A., a national banking association, to install and operate automatic teller machines at the Meadowview Community Center (see floor plan attached as Exhibit A).

City Council

Resolution Authorizing Negotiation and Leasing of Property Without Competitive Bidding for Installation of Automatic Teller Machines at Meadowview Center

October 27, 1997

**CONTACT PERSONS:**

Rhonda R. Lake, Real Property Agent, 264-7902  
Gary L. Little, Neighborhood Services Director,  
Area 2, 433-4055

**FOR COUNCIL MEETING OF:** November 13, 1997

**SUMMARY:**

Subject to City Council approval, a five-year Lease Agreement has been developed with Wells Fargo Bank, N.A., a national banking association, to lease a portion of the interior lobby at the Meadowview Community Center to install and operate automatic teller machines. The leased area is approximately fifty (50) square feet. Costs and expenses of installation, signage, maintenance and repair of ATM equipment and associated ATM improvements will be paid by the tenant. In addition the tenant will pay for all telephone, data lines, and other communication services dedicated to the tenant's operation of the ATMs. The City will provide common area security and maintenance services and receive annual rent in the amount of Twelve Hundred Dollars (\$1,200.00).

**BACKGROUND INFORMATION:**

In an effort to expand community services, the City has partnered with Wells Fargo Bank to provide access to ATM services at the Meadowview Community Center. ATMs will be located in the interior of the lobby; available to customers weekdays from 7:30 a.m. to 5:30 p.m.

It is in the best interest of the City to authorize negotiation and lease of the space without competitive bidding for several reasons. First, the amount of square footage (50 sf) is insignificant. Second, the space is not considered to be commercial footage. And, third, the value of the lease is nominal. Each of these findings supports the suspension of a competitive bidding process.

**FINANCIAL CONSIDERATIONS:**

The City will receive annual rent in the amount of Twelve Hundred Dollars (\$1,200.00). The rent will be used for operation of the Meadowview Community Center. Wells Fargo has agreed to pay all costs for installation, signage, maintenance and repair of ATM equipment and associated ATM improvements.

City Council  
Resolution Authorizing Negotiation and Leasing of Property Without Competitive  
Bidding for Installation of Automatic Teller Machines at Meadowview Center  
October 27, 1997

**ENVIRONMENTAL ISSUES:**

The activity is exempt from the provisions of CEQA under Section 15301 since it involves an existing public structure with no changes in land use on the site.

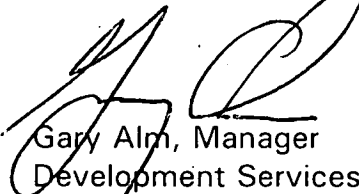
**POLICY CONSIDERATIONS:**

This lease supports the City's efforts to encourage services and activities which benefit the community.

**MBE/WBE:**

None. No goods or services are being purchased.


Respectfully Submitted




Gary Alm, Manager  
Development Services

RECOMMENDATION APPROVED:

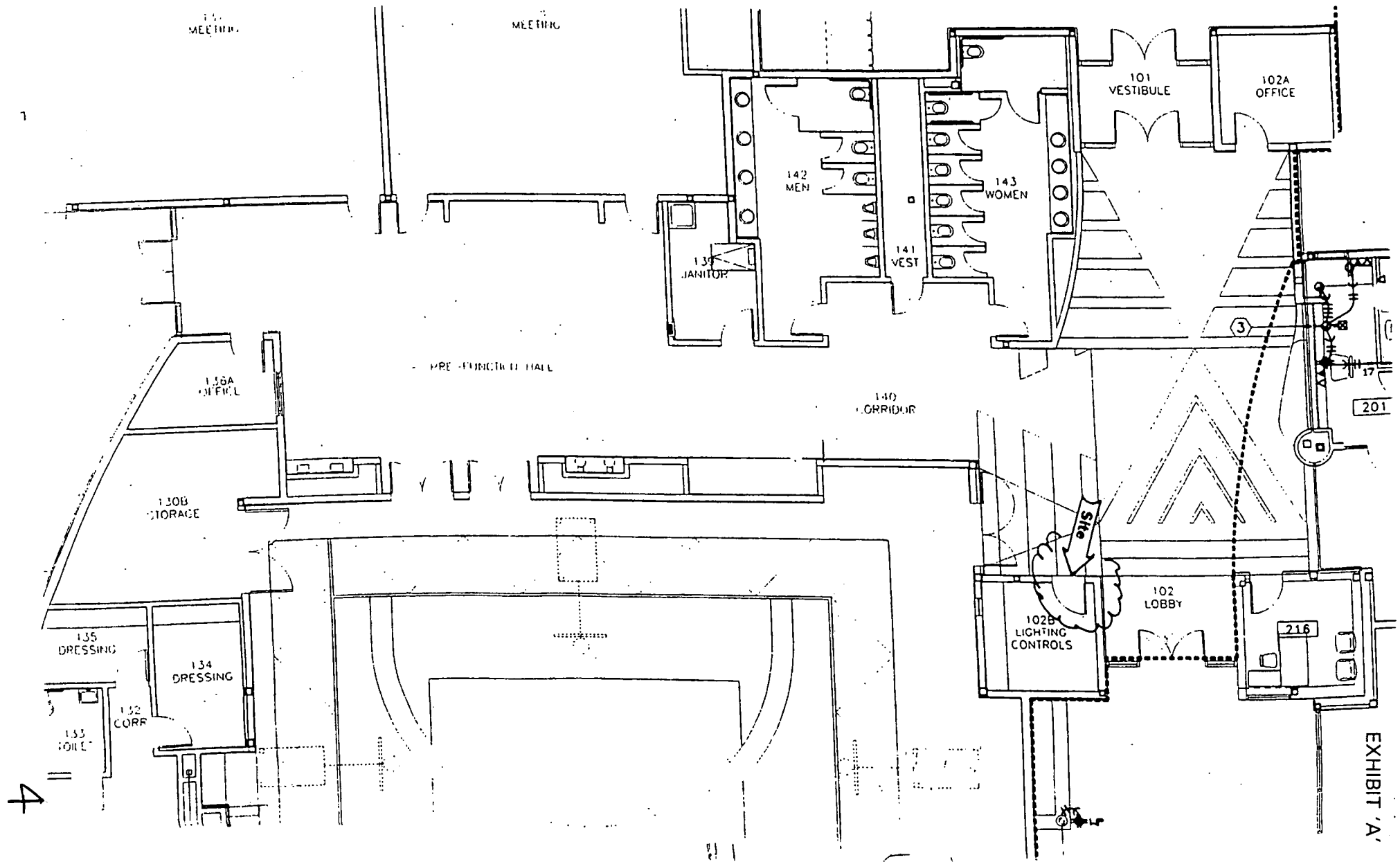
Approved:



Michael Kashiwagi, Director  
Public Works



WILLIAM H. EDGAR  
City Manager



**APPROVED**  
BY THE CITY COUNCIL

**NOV 13 1997**

OFFICE OF THE  
CITY CLERK

**RESOLUTION NO. 97-630**

ADOPTED BY THE SACRAMENTO CITY COUNCIL

ON DATE OF \_\_\_\_\_

A RESOLUTION PROVIDING NOTICE OF INTENTION TO LEASE PROPERTY WITHOUT COMPETITIVE BIDDING FOR THE MEADOWVIEW COMMUNITY CENTER LOCATED AT 2450 MEADOWVIEW ROAD, PURSUANT TO TITLE 12, CHAPTER 2 OF THE SACRAMENTO CITY CODE; AND AUTHORIZING THE EXECUTION OF ATM LEASE WITH WELLS FARGO BANK, N.A., A NATIONAL BANKING ASSOCIATION, TO LEASE SPACE AT THE MEADOWVIEW COMMUNITY CENTER TO INSTALL AND OPERATE AUTOMATIC TELLER MACHINES

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SACRAMENTO:

1. That it is in the best interest of the City to use the procedures set forth in City Code Section 12.02.073(F) instead of the competitive bidding process.
2. Notice is hereby given that the City of Sacramento intends to lease space in the Meadowview Community Center, Sacramento, California, without competitive bidding, pursuant to City Code Section 12.02.073. The City Clerk is directed to publish this Resolution, in accordance with the provisions of City Code Section 12.02.074.
3. The City Clerk is directed to publish this Resolution, in accordance with the provisions of City Code Section 12.02.074.
4. Upon completion of the publication process pursuant to Section 4 of this Resolution, the City Manager is authorized and directed to execute the ATM Lease with Wells Fargo Bank, N.A., a national banking association, for a portion of the interior lobby space at the Meadowview Community Center, 2450 Meadowview Road, to install and operate automatic teller machines, which Lease is on file with the City Clerk.
5. All lease payments collected pursuant to ATM Lease shall be deposited into the operating budget of the Meadowview Community Center.

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FOR CITY CLERK USE ONLY

RESOLUTION NO. \_\_\_\_\_

DATE ADOPTED: \_\_\_\_\_

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6. That the City Manager is hereby authorized to execute such other documents as necessary to carry out the purposes and intent of this Resolution.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

6.

\_\_\_\_\_  
FOR CITY CLERK USE ONLY

RESOLUTION NO. \_\_\_\_\_

DATE ADOPTED: \_\_\_\_\_