

CITY OF OAKLAND

MEMORANDUM

FILED  
OFFICE OF THE CITY CLERK  
OAKLAND

*Jan 3*

TO: Rules & Legislation Committee  
ATTN: Assistant to the City Administrator  
FROM: Name Mike Neary  
Phone No. 238-6659  
Address/Agency/Dept PWA and CEDA  
DATE: June 28, 2004

2004 JUN 30 AM 10:31

**SUBJECT: REQUEST TO SCHEDULE AGENDA ITEM**

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**TITLE:** Resolution authorizing the City Administrator to award a construction contract to the lowest responsible bidder for a not-to-exceed amount of one hundred fifty thousand dollars (\$150,000) for the installation of Merchant Kiosks at the City Hall Plaza

**SCHEDULING RECOMMENDATION:**

- A. Committee Public Works  
(Please specify Committee. Committees meet 2<sup>nd</sup> & 4<sup>th</sup> Tuesdays)  
  
           City Council            Redevelopment Agency  
(Council/Agency meets on 1<sup>st</sup>, 3<sup>rd</sup>, and 5<sup>th</sup> Tuesdays)
- B. Meeting Date: July 13, 2004

Is there a statutory, regulatory, financial or grant deadline? Specify:

Is a staff report required/requested? **yes**

What is the fiscal impact on the City/Agency? **Revenue generating proposal**

If the ten-day (Sunshine Ordinance) agenda deadline cannot be met, please indicate reason:

Item constitutes an "emergency" (Crippling disaster, work stoppage or other activity which severely impacts public health and/or safety)

Yes. It was not reasonably possible to place the proposed item on the two-week agenda AND any of the following exist:

Item requires immediate action to avoid a substantial adverse impact if action is deferred to a subsequent special or regular meeting;

Item requires immediate action relating to federal or state legislation;

Item requires immediate action relating to eligibility for a grant or gift; OR

Item is ceremonial.

Explain why item could not have been placed on the 10-day agenda:

**Installation is weather sensitive and the staff recommends completion well prior to the start of the rainy season**

A separate request must be completed for each item for scheduling. Requests must be submitted in **electronic format** by 6:00 p.m. of the Tuesday preceding the relevant Rules & Legislation Committee meeting.

Attach any supporting documentation.

*04-0623*