

**City of Culver City, California
Agenda Item Report**

Meeting Date: 12/10/12		Item Number: <u>C-8</u>	
CITY COUNCIL AGENDA ITEM: Approval of a Purchase Order with Landscape Forms Inc. for the Purchase of 77 Trash/Recycling Litter Receptacles (P-497).			
Contact Person/Dept.: Damian Skinner/Public Works		Phone Number: (310) 253-6421	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☒ No ☐	
Public Hearing: ☐		Action Item: ☐ Attachments: ☒	
Commission Action Required: Yes ☐ No ☒ Date: _____			
Public Notification: Meetings and Agendas – City Council (12/07/12); Sustainability and Environmental Issues (12/07/12)			
Department Approval: Charles D. Herbertson (11/29/12)		City Attorney Approval: Carol Schwab (by H. Baker) (12/06/12)	
Chief Financial Officer Approval: Jeff Muir (by K. Marsden) (12/06/12)		City Manager Approval: John M. Nachbar (12/07/12)	
<u>RECOMMENDATION:</u> Staff recommends that the City Council approve a Purchase Order with Landscape Forms Inc. for the purchase of 77 trash/recycling litter receptacles. <u>BACKGROUND:</u> On October 10, 2005 and September 25, 2006, the City Council adopted Resolution Numbers 2005-R068 and 2006-R066 respectively accepting a Proposition 50 Grant (Grant) for the “Culver City City-wide Best Management Practice Treatment Train” project. The grant consists of \$1,194,100 of reimbursable funds and requires \$313,200 soft match for staff support and \$407,321 hard match for professional services. The project includes implementation of several treatment and source control Best Management Practices City-wide to reduce urban run-off and storm water pollution. One provision of the Grant scope requires the installation of 95 litter receptacles in areas of high trash generation potential as a mitigation measure to keep trash off the street and out of storm drains. Staff has identified sections along Sepulveda Boulevard and Washington Boulevard that meet this criterion.			

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DISCUSSION:

Staff proposes to purchase 77 trash/recycling split receptacles (a single receptacle for both trash and recycling) that are nearly identical to the 18 receptacles that were installed as part of the Sepulveda Area Improvement Project. The only difference is the additional labeling on top of the container for easier identification of the trash and recycling openings (see Attachment 1 for drawing). Staff is working with Landscape Forms to retrofit the existing 18 receptacles with the same signage as the new receptacles

Staff surveyed Sepulveda Boulevard from Bristol Parkway to Venice Boulevard and found it to be devoid of litter receptacles except at (1) bus stops, and (2) where they were placed in the improvement area between Franklin Avenue and Culver Boulevard. Washington Boulevard from Lincoln Boulevard to Overland Avenue is in the same state. These streets are ideal candidates for litter receptacles since they contain numerous businesses such as eateries and convenience stores that invite heavy pedestrian traffic and generation of trash.

The Community Development Department has reviewed and agrees with the proposed locations for the receptacles and found this project to be in line with their West Washington/Sepulveda Area Improvement Plans.

This procurement is excepted from bid requirements per Culver City Municipal Code Section 3.07.045(G), which excepts bidding requirements for "Purchases of equipment, goods or supplies where competitive bid procedures have already been utilized by the City, another public agency, including, but not limited to, federal, state and county governments, including, state of California agencies, counties, cities, joint power agencies and special districts, or nonprofit agencies whose main purpose is to assist cities or other public entities, including, but not limited to, the League of California Cities and Independent Cities Association; provided, the equipment, goods or supplies are supplied to the City at the same or better price, as was obtained through the competitive bid procedures of that entity." The state of California, Department of General Services maintains the California Multiple Award Schedules (CMAS) that offers a wide variety of commodities, non-IT services and information technology products and services at prices that have been assessed to be fair, reasonable and competitive. The use of these contracts is available to state and local government agencies.

The City has already purchased 18 trash receptacles from Landscape Forms Inc. for the Sepulveda Area Improvement Plan project using the State's CMAS contract. Staff is satisfied with the quality, style, and price of the receptacles and does not have any reservations ordering additional receptacles from Landscape Forms Inc. Therefore, staff recommends the City Council approve a Purchase Order with Landscape Forms Inc. in an amount not to exceed \$126,933 (including all applicable taxes, fees, and charges) for the purchase of 77 trash/recycling receptacles.

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FISCAL ANALYSIS:

The 18 receptacles purchased for the Sepulveda Improvement project counts towards the Grant's hard match requirement. Therefore, only 77 additional receptacles need to be purchased which will save the City \$27,992.

There are sufficient available funds in Capital Improvement Project 497, account number 42080000.730100.PZ497, for the purchase order.

ATTACHMENTS:

1. Litter receptacle design drawing.

MOTION:

That the City Council:

Approve a Purchase Order with Landscape Forms Inc. for the purchase of 77 trash/recycling litter receptacles in an amount not to exceed \$126,933.