

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

Meeting Date: 01/30/12		Item Number: C-2	
CITY COUNCIL AGENDA ITEM: (1) Waiver of the Formal Bid Procedures; and (2) Approval of a Purchase Order for Alan Lewis, Inc. for the Purchase and Installation of Replacement Lockers for the Culver City Plunge.			
Contact Person/Dept.: Armando Abrego		Phone Number: 310-253-6724	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☐ No ☒	
Public Hearing: ☐		Action Item: ☒ Attachments: ☐	
Commission Action Required: Yes ☐ No ☒ Date: _____			
Public Notification: (E-Mail) Meetings and Agendas – City Council (01/27/12); (Telephone) All Bidders (01/27/12)			
Department Approval: Daniel Hernandez (01/23/12)		City Attorney Approval: Carol Schwab (by H. Baker) (01/25/12)	
Chief Financial Officer Approval: Jeff Muir (01/25/12)		City Manager Approval: John M. Nachbar (01/26/12)	
<u>RECOMMENDATION:</u> Staff recommends the City Council 1) waiver the formal bid procedures and 2) approve a purchase order for Alan Lewis, Inc. in an amount not to exceed \$45,000 for the purchase and installation of ninety (90) new replacement lockers for the Culver City Plunge. <u>BACKGROUND:</u> At the Culver City Plunge, the current lockers are made of materials that have not withstood the oxidation properties of an aquatic environment. Public Works has made temporary repairs to keep the lockers in operation, but they have continued to deteriorate. The proposed Lennox lockers are constructed of PVC plastic designed specifically for aquatic environments and were approved by Public Works. <u>DISCUSSION:</u> Funding for the locker units, as well as other improvements to the Plunge, has been appropriated using former Agency tax exempt bond proceeds (48793600). Public Works and PRCS staff are ready to move forward with this project immediately. Staff contacted vendors to solicit quotes to purchase, deliver and install 90 Lennox lockers. Staff received three responsive quotes with the most competitive quote submitted by Alan Lewis, Inc. in the amount of \$44,210.			

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Vendor	Bid
Alan Lewis, Inc. dba Saddleback Construction Specialties	\$ 44,210
Lincoln Equipment, Inc.	\$ 45,332
Thomas Partitions & Spec. Inc.	\$ 51,750

Per Culver City Municipal Code Section 3.07.075(E), "...upon determining that conformance with the procedures set forth in this Section (3.07.075) would be contrary to the best interests of the City...or impractical...the City Council may waive any or all requirements of this Section and, if it deems it to be in the City's best interest, authorize a negotiated contract." Due to the need to move forward with this Project immediately, staff believes that following formal bid procedures in this particular procurement would be impractical and contrary to the City's best interests. Therefore, staff is requesting a waiver of the formal bid procedure for this particular procurement.

FISCAL ANALYSIS:

Funding for the lockers, as well as other improvements to the Plunge, are included in the City Council Adopted Budget for Fiscal Year 2011/2012 using former Agency tax exempt bond proceeds (48793600). Sufficient funds are appropriated to fund the proposed purchase.

MOTION:

That the City Council:

1. Waive the formal bid requirement for this Project; and
2. Approve a Purchase Order for Alan Lewis, Inc. in an amount not to exceed \$45,000 for the purchase, delivery and installation of ninety (90) new Lennox replacement lockers for the Culver City Plunge; and
3. Authorize the City Attorney to review/prepare the necessary documents; and,
4. Authorize the City Manager to execute such documents on behalf of the City.