Culver CITY

INTEROFFICE MEMORANDUM

DATE: June 25, 2026

TO: Lea Eriksen, Senior Assistant City Manager

FROM: Demitri Yanni, Public Works Director

SUBJECT: Emergency Replacement of the Water Heater at the Police Station

On Sunday, May 24, 2026, a water heater located at the Police Station ruptured and flooded the basement.

Staff reached out to Multi W Systems (a firm the City has an existing 5-year contract with to perform wastewater pumping equipment repairs), to replace the water heater. The replacement work included a new 100-gallon AO Smith commercial rated water heater with 275,000 BTU, expansion tank, circulation pump with thermal control system, insulation material, and all necessary copper fittings and pipes. Additional costs included emergency shipping and handling, as well as the evaluation and field labor to install all above-mentioned supplied materials by a licensed plumber and testing the complete system after the work was completed. The new water heater comes with a 3-year manufacturer warranty, and a 12-month labor warranty. The total cost of the replacement was $22,437.76.

In the absence of receiving competing price quotes to perform the repair, Municipal Code Section 3.07.060.A requires Department Heads to file a written report with the Purchasing Officer or their designee in the event of an emergency where the purchase of equipment, goods, supplies or services is required to permit the City's continued operation or provision of services. Additionally, the Department Head is required to submit a report to the City Council at the next regular City Council meeting after such emergency repairs are carried out.

This memo serves as the written report to the Purchasing Officer. A staff report regarding the emergency repair will be provided to City Council at their next regular meeting.

Funding in the amount of $22,437.76 is available in Account No. 42080000.730100 PZ132 (Improvements Other Than Bldg.) for Fiscal Year 2025-2026 to cover these one-time emergency repair costs. With your approval, staff will submit a Purchase Requisition to cover this expenditure.

Approved
Lea Eriksen, Senior Assistant City Manager