



# City of Culver City

## Staff Report Details (With Text)

**File #:** 15-844      **Version:** 2      **Name:** P&S for Bids for Transfer Station PZ948  
**Type:** Minute Order      **Status:** Consent Agenda  
**File created:** 5/23/2016      **In control:** City Council Meeting Agenda  
**On agenda:** 6/27/2016      **Final action:**  
**Title:** CC - Approval of the Final Plans and Specifications and Authorization to Publish a Notice Inviting Bids for the Transfer Station Interior Building Renovation Project, PZ948.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:**

Date	Ver.	Action By	Action	Result
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### CC - Approval of the Final Plans and Specifications and Authorization to Publish a Notice Inviting Bids for the Transfer Station Interior Building Renovation Project, PZ948.

**Contact Person/Dept:** Lee Torres/PWD  
**Phone Number:** (310) 253-6457

**Fiscal Impact:** Yes  No       **General Fund:** Yes  No

**Public Hearing:**       **Action Item:**       **Attachments:** Yes  No

**Commission Action Required:** Yes  No       **Date:**  
**Commission Name:**

**Public Notification:** (E-Mail) Meetings and Agendas - City Council (06/21/16)

**Department Approval:** Charles D. Herbertson, Director of Public Works/City Engineer (06/15/16)

### RECOMMENDATION

Staff recommends the City Council approve the final plans and specifications and authorize the publication of a notice inviting bids for the Transfer Station Interior Building Renovation Project, PZ948.

### BACKGROUND

The City owns and operates a solid waste transfer station (Transfer Station) at 9255 Jefferson

Boulevard. Solid waste and recycling collected by the City's Environmental Programs and Operations Division (EPO) trucks are transferred to tractor/trailer transfer trucks at the facility for transit to area landfills or recycling centers. Roll-off service, green waste processing, recycled material handling and all other refuse and recycling functions are based at this facility.

The transfer station is a two-story reinforced concrete structure built in July, 1984 with a total building area of approximately 29,000 square feet. The upper level functions as a tipping floor and administration offices. The lower level consist of tunnel scales (where transfer trucks receive solid waste, green waste and recyclables to be transported to landfills, composting facilities or recycling centers), storage and utility areas, staff locker room, restroom, and break room.

## **DISCUSSION**

The locker room, restroom, and break room of this 30-year old Transfer Station remain as originally built and exhibit significant wear from daily use from over 25 City staff personnel. These heavily utilized areas are outdated and in need of renovation and upgrading to meet the daily needs of EPO Sanitation staff.

The proposed renovation includes upgrades to the locker room, restrooms, break room, and administrative offices in accordance with applicable building codes.

### **Lower Level**

Lower level renovations include improvements to the locker room, restroom, break room area, and staircase.

Part of the renovation project is to re-arrange the current layout to provide a more secure locker room area for City staff, consolidation of two restrooms into one restroom area allowing for a more efficient use of space, relocation of uniform lockers currently housed in the break room into the main locker area, and removal of an office/storage room to provide for an ADA complaint restroom and locker room area.

The renovations will also include installation of the following:

1. New concrete polished flooring,
2. New lockers,
3. New shower area,
4. New toilets, urinals, sinks, fixtures, and
5. New rubberized safety tread flooring for the staircase and landing.

### **Upper Level**

The proposed upper level renovations will consist of the following:

1. Upgrade existing restroom toilet, sink, and fixtures,
2. New double pane energy efficient windows,
3. New paint and carpet tile flooring.

The renovation project will incorporate energy efficient LED lighting and water saving fixtures at both lower and upper levels consistent with the other City facilities.

In addition, the existing HVAC system is inadequately designed to effectively cool and heat the lower building areas. This results in poor air circulation and unfavorable conditions in the summer months. Therefore, it is proposed to upgrade the HVAC System to address this issue as part of this project.

Staff recommends the City Council approve final plans and specifications and authorize advertisement of construction bids for the Transfer Station Interior Building Renovation Project, PZ948. It is estimated that the award of the construction contract will occur in August 2016 with construction slated to begin in September 2016 and expected to be completed by December 2016.

The proposed project will be performed predominantly at night and will not affect the day to day operations of the Transfer Station. Temporary restrooms facilities will be provided during construction. The work proposed within the locker room and restroom will be phased, in order to maintain accessible lockers and adequate changing area at all times.

**FISCAL ANALYSIS**

Staff will publish a notice inviting construction bids once the FY 2016-2017 Budget has been approved and adopted.

<b><u>Estimated Project Expenses</u></b>	
Construction	\$250,000
<u>Construction Management</u>	<u>\$20,000</u>
<b>Total</b>	<b>\$270,000</b>

<b><u>Available Funds</u></b>	
Transfer Station Improvements: PZ948 (20280000.730100), FY15-16	\$147,412
Transfer Station Improvements: <u>PZ948 (20280000.730100), FY16-17</u>	<u>\$180,000</u>
<b>Total</b>	<b>\$327,412</b>

**ATTACHMENTS**

None.

**RECOMMENDED MOTIONS**

That the City Council:

1. Approve the final plans and specifications for the Transfer Station Interior Building Renovation Project, PZ948; and
2. Authorize the publication of a notice inviting bids for the Transfer Station Interior Building Renovation Project, PZ948.