



# City of Culver City

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## Staff Report

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**File #:** 18-0184, **Version:** 1

**Item #:** C-6.

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**CC- (1) Approval of a Purchase Order with Toter, LLC for 64-Gallon and 96-Gallon Nestable Carts in an Amount Not-to-Exceed \$80,000, with Two One-Year Options, for Each Fiscal Year in an Aggregate Amount Not-to-Exceed \$240,000; and (2) Authorize the Public Works Director/City Engineer to Approve an Optional Fourth Year for an Additional Amount Not-to-Exceed \$80,000**

**Meeting Date:** September 11, 2017

**Contact Person/Dept:** Mauricio Alvarenga/PW

**Phone Number:** (310)253-6405

**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 (09/07/17);

**Department Approval:** Charles D. Herbertson (08/25/17)

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### **RECOMMENDATION**

Staff recommends the City Council (1) approve of a purchase order with Toter LLC for 64-Gallon and 96-gallon Nestable Carts in an amount not-to-exceed \$80,000 with two one-year options, including all fees and taxes for each fiscal year beginning FY 17/18 through FY 19/20 for an aggregate amount not-to-exceed \$ 240,000; and (2) authorization for the Public Works Director/City Engineer to approve an optional fourth year for FY 2020-2021 in an amount not-to-Exceed \$80,000.

### **BACKGROUND/DISCUSSION**

The Environmental Programs & Operations Division of the Public Works Department (EPO) provides and services approximately 20,500 refuse, recycling and organics containers throughout the City for single family residential customers. Containers are collected weekly with automated side loading collection vehicles. The containers provided are either 64-gallon or 96-gallon depending on volume needed. The existing inventory is almost depleted and many residents have contacted EPO staff requesting that a new container(s) be provided due to cracks, broken wheels, lids torn away from the

container and leakage from the bottom of the containers. The estimated useful life of these containers is approximately eight years.

This procurement is exempt from formal bidding procedures per Culver City Municipal Code Section 3.07.045.G, where competitive bid procedures have already been utilized by the City, public agency or joint power agency and the goods or supplies are supplied to the City at the same or better price. Because Nestable Carts, as supplied by Toter LLC, have previously undergone competitive bid procedures with the National Intergovernmental Purchasing Alliance (IPA), a national purchasing cooperative, and Toter LLC will supply the same goods or supplies at the same or better rate, this procurement meets this requirement.

Staff recommends the City Council approve a purchase order with Toter LLC for 64-Gallon and 96-Gallon Nestable Carts in an Amount Not-to-Exceed \$80,000, with two one-year options, including all fees and taxes for each fiscal year beginning FY 17/18 through FY 19/20 for an aggregate amount not-to-exceed \$ 240,000. Staff also recommends the Public Works Director/City Engineer be authorized to approve an optional fourth year in an additional amount not-to-exceed \$80,000.

### **FISCAL ANALYSIS**

The City Council Adopted Budget for Fiscal Year 2017/2018 includes \$80,000, in Account # 20260400.732120, Departmental Special Equipment. There is sufficient funding remaining in this account to support the proposed expenditure.

### **ATTACHMENTS**

None

### **MOTION**

That the City Council:

1. Approve a purchase order with Toter LLC for 64-and 96-Gallon Nestable Carts in an amount-not-exceed \$80,000, with two one-year options, including all fees and taxes, for each fiscal year, for an aggregate amount not-to-exceed \$240,000; and,
2. Authorize the Public Works Director/City Engineer to approve an optional fourth year for Fiscal Year 2020/2021 in an amount Not-to-Exceed \$80,000; 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.