



# City of Culver City

Mike Balkman Council  
Chambers  
9770 Culver Blvd.  
Culver City, CA 90232

## Staff Report

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**File #:** 18-0849, **Version:** 2

**Item #:** C-2.

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**CC-Approval of an Agreement with Knorr Systems, Inc. to Replace Two Filter Tanks at the Culver City Municipal Plunge (Plunge) in the Amount of \$43,909.29.**

**Meeting Date:** February 26, 2018

**Contact Person/Dept:** Eric Mirzaian/Public Works

**Phone Number:** 310-253-6444

**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 (02/20/18);

**Department Approval:** Charles D. Herbertson (02/16/18)

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### **RECOMMENDATION**

Staff recommends the City Council approve an agreement with Knorr Systems, Inc. (Knorr) to replace two filter tanks at the Culver City Municipal Plunge (Plunge) in the amount of \$43,909.29.

### **BACKGROUND/DISCUSSION**

Annually, the Plunge is closed to the public so that the Public Works and Parks, Recreation and Community Services Departments can address maintenance needs at the facility. This year's closure is scheduled for March 26 through April 16. During the closure, staff will address several maintenance needs including replacing the two tanks, draining of the pool to repair molding strips within the pool surface, deck repairs and repairs to the locker room/shower areas.

The filter tanks keep the pool free of debris and contaminants and are in need of replacement. The strategy has been to replace two filter tanks per year. To date, six of the eight total tanks have been replaced and the proposed installation of these last two tanks will complete the replacement of all the units. The previous tanks had all reached the end of their functional useful life.

Culver City Municipal Code (CCMC) Section 3.07.085 provides an exemption from the formal bidding

process for supplies and personal and professional services, and only requires the award of a contract be based on competitive quotations whenever practical. Per CCMC Section 3.07.085.B.5, this project falls under the category of personal services, which includes the repair and maintenance of City-owned personal property.

Staff is recommending the purchase and installation of the two filter tanks through Knorr, which is the same vendor from which the previous six units were purchased. For consistency and maintenance purposes, staff recommends utilizing the same make and model filter tanks. Additionally, Knorr has done prior work for the City, and staff is aware of the quality of their work. The proposal submitted by Knorr represents the best value to the City in terms of supply and labor, and staff recommends the City Council approve this agreement.

The Parks, Recreation and Community Services Department staff was able to work with the various user groups of the Plunge to determine an ideal time frame to close the Plunge to the public. Though there is going to be an inconvenience in closing the Plunge to the public, the proposed time frame of March 26 through April 16 provides the least impact.

### **FISCAL ANALYSIS**

There are sufficient funds available in City Council Adopted Budget for Fiscal Year 2017/18 in Capital Improvement Project PZ-132 (Building Repairs) to cover the requested repairs.

### **ATTACHMENTS**

1. Copy of Knorr Systems, Inc. Quote

### **MOTION**

That the City Council:

1. Approve an agreement with Knorr Systems, Inc. to replace two filter tanks at the Municipal Plunge in the amount of \$43,909.29; and,
2. Authorize the City Attorney to review/prepare the necessary documents; and,
3. Authorize the City Manager to execute such documents on behalf of the City.