



Agenda Item #: _____

Staff Report

City of Manhattan Beach

TO: Honorable Mayor Tell and Members of the City Council

THROUGH: David N. Carmany, City Manager

FROM: Jim Arndt, Public Works Director
Bruce Moe, Finance Director
Juan Price, Maintenance Superintendent
Keith Darling, Facilities Supervisor
Gwen Eng, General Services Manager

DATE: September 6, 2011

SUBJECT: Consideration of the Grant Funded Purchase and Installation in Various City Facilities of Energy Efficient Low Flow Plumbing Fixtures from Bottomline Utility Solutions in the Amount of \$24,731

RECOMMENDATION:

Staff recommends that the City Council: a) award an order for the purchase and installation of toilets, urinals, sink aerators and showerheads from Bottomline Utility Solutions in the amount of \$24,731; b) waive formal bidding per Municipal Code Section 2.36.150 (cooperative purchasing); c) appropriate \$11,410 from the unreserved General Fund balance which will be partially reimbursed at a later date by funding from the Metropolitan Water District; and d) appropriate \$13,321 from the State Pier and Parking Lot Fund.

FISCAL IMPLICATION:

These are not budgeted items and the total cost including tax and labor for this project is \$24,731, which will be split between the State Pier and Parking Lot Fund (\$13,321) and the General Fund (\$11,410). The General Fund will be offset by a \$3,000 rebate for from Metropolitan Water District (MWD) for the purchase and installation of the replacement urinals. An appropriation of \$11,410 is required from the General Fund and \$13,321 from the State Pier and Parking Fund are necessary to commence the project. Funds totaling \$3,000 will be reimbursed to the General Fund from the MWD rebate. As a result, the net cost to the City is \$21,731.

DISCUSSION:

Staff became aware of a water conservation opportunity through West Basin Metropolitan Water District's Complete Restroom Retrofit Program. Under this program, older toilets and urinals with high water consumption are replaced with low flow plumbing products. This is a cooperative purchase program where contractors were selected through a competitive bid process and evaluated based on cost, previous experience, technical approach and staffing. This process yielded two contractors but of the two, Bottomline Utility Solutions was the lowest bidder. The contractor is

responsible for providing and installing low flow plumbing products and removing old material for recycling or disposal. The Complete Restroom Retrofit program is not an open program and only contracted vendors can access the incentive funding from West Basin Metropolitan Water District which is available on a first-come first-serve basis.

All City facilities were reviewed and it was determined that 34 toilets can be replaced with low flow toilets with automated flush valves. The affected locations are the Pier, Public Works Facility, Sand Dune Park, Live Oak Park, Joslyn Center, City Hall Annex, Public Safety Facility, City Hall, Metlox Plaza, Fire Station #2, Creative Arts Center, Manhattan Heights, Polliwog Park, Premier Field, Marine Avenue Sports Complex, Marine Avenue Park and Manhattan Village Soccer Field. The Pier restrooms require institutional stainless steel toilets and the City must bear the cost of these items; however, the automated flush valves on these toilets are covered by the grant. There are sufficient funds in the State Pier and Parking Lot Fund for this expenditure. In addition to the toilets, urinals with automated flush valves, sink aerators and low flow showerheads will also be provided and installed.

Staff estimates that the grant is providing approximately \$16,000 worth of plumbing products at no cost to the City. It is estimated that the installation of low flow plumbing fixtures at various locations will provide annual savings of \$5,550 considering current water rates. Based on these savings the payback period is approximately 4 years. Staff recommends that the City Council approve the award of an order to Bottomline Utility Solutions in the amount of \$24,731. If approved, the project will be completed within 60 days.