

**CITY OF BRISBANE**  
Agenda Report

TO: City Council via City Manager  
FROM: Parks & Recreation Director  
SUBJECT: Brisbane Elementary School Restroom Project -  
Request Approval to Solicit Bids  
DATE: Meeting of November 9, 2009

**CITY COUNCIL GOALS:**

- To maintain and improve infrastructure.
- To develop recreational facilities and promote recreation.
- To provide public service that assures the safety of property and citizens residing, working, or visiting in Brisbane.

**PURPOSE**

To replace the existing porta potty with a permanent restroom facility.

**RECOMMENDATION**

City Council authorize staff to go to bid for the permanent restroom facility.

**BACKGROUND**

For years, we have provided a portable restroom for community group users at the lower athletic field at Brisbane Elementary School. Upon receiving numerous negative comments about that unit being the only alternative to the soccer and baseball teams that regularly use that area, the Parks, Beaches and Recreation Commission placed a permanent restroom facility on their Facility Improvement list. This is the list upon which previous park projects were placed to be undertaken when funding was identified by staff. We have now reached the point when this project is at the top of the P.B & R. list. They unanimously endorsed the project and are recommending to City Council that we proceed with the solicitation of bids.

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**DISCUSSION**

Staff has researched the types of facilities that would best perform at this location and has developed a Request for Proposal for the Design and Construction of a precast concrete restroom unit that would be placed in the southeast corner of the lower athletic field (see map in Attachment A). The location has changed from the preliminary proposal, as this site brings it closer to the necessary utilities.

The facility (see sample in Attachment B) will contain two unisex restrooms and a “chase” room where plumbing, water shut offs and some storage items will be located. Each restroom unit will have a heavy duty solid plastic toilet, a stainless steel sink, a push button hand dryer, and painted concrete flooring and walls. The building exterior paint will match the color scheme of the school building. It will have a drinking fountain attached to the front of the facility.

The facility is pre-constructed off site, transported to the site and literally dropped in place. The contractor will be responsible for the utility hook ups and the construction of a concrete gravel pad and landscaping.

Similar to our other park restrooms, the building will be open daily during daylight hours. It is primarily for the use of community user groups, but will also be available for the B.E.S. school children. Maintenance of the facility is minimal and will be handled by City staff.

As this facility will be on Brisbane School District property, the School District Board has seen and approved the project and the new location. A requirement of placing the restroom on school property will be that the contractor receive approval from the State Department of Architecture. In addition, we have drawn up a License Agreement between the City and the School District for the use of their property. This will be reviewed by the City Council 2 + 2 subcommittee as part of the revised Cooperative Agreement.

Assuming City Council approval to proceed with the bid process, we will immediately notify prospective bidders and accept bids for a three-week period through December 1. We will thus be able to return to City Council with the results at the December 7 meeting.

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**FISCAL IMPACT**

Estimated cost for the project is \$100,000. The majority of the funding (\$70,000) will come from the remaining 2000 & 2002 State Parks Bond Act funds. Additional funding will be provided from the Dedicated Park In-Lieu account. There is \$36,870 available from that source.

There will be an approximate \$2,000 annual cost savings to the General Fund as a result of the removal of the existing porta potty.


**MEASURE OF SUCCESS**

•Provide a cleaner, more secure and aesthetically pleasing facility for the users of the Brisbane Elementary School lower athletic field area.

**ATTACHMENTS:**

A – Request for Proposal – BES Restroom

B – Sample Restroom Facility

  
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Parks & Recreation Director

  
\_\_\_\_\_  
City Manager

ATTACHMENT B

