

Agenda Item: 3.f

Meeting Date: January 22, 2026

MEMORANDUM

To: City Commission

Through: Jennifer K. Bramley, City Manager

From: Robert C. Ironsmith, Dir. of Economic & Housing Dev./CRA

Date: 2026-01-22

Subject: *STARRED ITEM: Award of Piggyback Agreement for the Old City Hall Park Restroom Facility to Public Restroom Company, in the amount of \$454,679

Presenter(s): Robert C. Ironsmith, Director of Economic & Housing Development / CRA

Staff Recommendation: Piggyback Agreement for Old City Hall Park Restroom Facility with Public Restroom Company, of Minden, NV, in the amount of \$454,679, via "piggybacking" a State of Minnesota Sourcewell Cooperative Contract (081721-PRM) for Restroom and Shower Facilities.

Strategic Themes: Community Amenities

Boards & Committees: CRA Advisory Committee (CRAAC); Architectural Review Committee; Parks and Recreation Advisory

Budget Impact: Funds for award of this item (\$454,679) are budgeted in the Penny Fund, in Acct. #134-1716-559-056301-OU (@ \$292,717.46), and the CRA Fund, Acct. #660-1716-559-056301-ED (@ \$161,961.54), under Project #172204.

Past Action:

- 1.) March 18, 2024 - City Manager Delegated Authority approval of a GEC Task Assignment issued to Terra Tectonics Design Group, Inc., as a subconsultant to Mason Blau & Associates, Inc., in the amount of \$35,255, for preparation of concept plans for the repurposing of the former City Hall site as a public park;
- 2.) February 6, 2025 - Presentation to the Commission of the former City Hall Site Design Criteria Renderings for a Park Concept Plan, (Agenda Item #2.a);
- 3.) December 18, 2025 - 'Companion Item' Award of Bid (ITB #25-2534) recommendation made to the Commission for construction of the Old City Hall Park Site, at a "Base Bid" (\$486,258.25) and

"Bid Alternate" (\$28,770.30) to Mali Contracting Corp, in the total amount of \$515,028.55, (Agenda Item #3.c).

Next Action:

Issuance of a Purchase Order (PO) for delivery and installation of a prefabricated restroom structure; in approximately 8 - 10 months, subject to Commission approval of award recommendation.

Attachments:

- [A. Former City Hall Park Site Renderings - Site Plan with Prefab Bathroom Details.pdf](#)
- [B. Purchasing Manager Memo - Old City Hall Park Restroom Piggyback Cooperative Purchase Request \(12-01-25\).pdf](#)
- [C. COD Restroom Project - Old City Hall - Piggyback Agreement Cost Proposal \(Excerpt\).pdf](#)
- [D. Old City Hall Park - Restroom Piggyback Agreement \(Signed by PRC, 158 Pages\).pdf](#)
- [E. Old City Hall_Email_Bathroom Facilities_1_11_2026.pdf](#)

Background:

The Downtown East End Plan (DEEP) proposed the creation of a pocket park in the repurposing of the former City Hall site at 542 Main Street. The park would serve as a respite for a walkable community and function as a small venue for casual gatherings and special events. This site was seen as a unifying element tying the future Gateway development to the east with the greater downtown to the west. Green space retention, public art, grand oak preservation, and a restroom facility were envisioned goals for the DEEP and this site.

During the February 6, 2025 regularly scheduled Commission meeting, a presentation was made of site concepts for the former City Hall property. Consensus direction was provided during that meeting to include a prefabricated restroom concurrently with the park site improvements, and not as part of a future second phase of the project. Subsequently, a turnkey proposal was obtained from Public Restroom Company (PRC) for fabrication, delivery, and installation of the selected restroom structure based upon a "piggybacking" opportunity. The proposed restroom was presented to the CRAAC, and Architectural Review Committee, and was refined based upon their input and recommendations.

Sourcewell is a State of Minnesota local government unit and service cooperative that offers cooperative procurement solutions to public entities throughout the United States and Canada. Sourcewell awarded a contract to PRC in response to their publicly advertised and competitively solicited "Request for Proposals" (RFP 052725) for Restroom and Shower Facility Solutions. The City of Dunedin was able to secure discounted pricing from PRC through "piggybacking" the Sourcewell Cooperative Contract (052725-PRM). The City Attorney's Office has reviewed and approved the use of this Sourcewell

Cooperative Contract as a means by which to procure the proposed restroom facility.

As such, staff hereby recommends Commission approval of the aforementioned Piggyback Agreement, and issuance of a Purchase Order (PO) to Public Restroom Company (PRC), in the amount of \$454,679, for the Old City Hall Park Restroom Facility, as detailed herein.