



Legislation Text

File #: 2023-0805, Version: 1

Report to Mayor and City Council

Tuesday, November 21, 2023

Consent

SUBJECT:

CONSIDER APPROVING AMENDMENT NO. 1 TO CONTRACT SERVICES AGREEMENT WITH T&G GLOBAL, LLC DBA ST. NICK'S CHRISTMAS LIGHTING AND DÉCOR, TO AUTHORIZE ADDITIONAL HOLIDAY DECORATION SERVICES FOR THE 2023 HOLIDAY SEASON (CITY COUNCIL)

I. SUMMARY

On October 3, 2023, City Council approved a three-year contract with T&G Global LLC, dba St. Nick's Christmas Lighting and Décor, to provide holiday decorating services at City Hall, the Carson Event Center, and select City streets for an annual cost of \$157,894.00, or a not-to-exceed total contract sum of \$473,682.00 (Exhibit 1; "Contract"). The proposed Amendment No. 1 to the Contract would authorize additional proposed holiday decoration enhancements for the 2023-24 holiday season, including: six (6) lighted archways and a lighted "Happy Holidays" sign along the Civic Center Drive Bridge; a staircase garland, red tree bows, tree decorations, and plant lights in City Hall; and lighted tree wraps at the front of City Hall. Amendment No. 1 details all the proposed holiday decoration enhancements for the 2023-24 holiday season, which would be provided for an additional cost of \$48,525.00, resulting in an amended total not-to-exceed Contract Sum of \$522,207.00.

II. RECOMMENDATION

TAKE the following actions:

1. APPROVE Amendment No. 1 to the Contract between the City of Carson and T&G Global, LLC dba St. Nick's Christmas Lighting & Décor (Exhibit 4; "Amendment No. 1").
2. AUTHORIZE the Mayor to execute Amendment No. 1, following approval as to form by the City Attorney.

III. ALTERNATIVES

TAKE another action City Council deems appropriate.

IV. BACKGROUND

On June 29, 2023, the City issued Request for Proposals (RFP) No. 23-022 for holiday decorating services at City Hall, Carson Event Center, and select City streets. These services included complete installation and removal of all holiday décor. Once the formal bidding process was completed, T&G Global, LLC dba St. Nick's Christmas Lighting and Décor ("St. Nick's"), was selected as the most qualified vendor based on relevant experience, reputation, staff credentials, project understanding, service capability, capacity to deliver, past performance, and prior work with the City.

On October 3, 2023, City Council approved the Contract (Contract No. 23-270) with St. Nick's (Exhibit 1). The term of the Contract was/is for three (3) years, with two (2) optional one-year extensions, at an annual not-to-exceed cost of \$157,894.00, or a total not-to-exceed Contract Sum of \$473,682.00.

For the 2023-24 holiday season, additional holiday enhancements are being proposed as detailed in Amendment No. 1 (Exhibit 4). These are permissible without further bidding for the reasons details in Recital C of Amendment No. 1. More specifically, they are within the scope of the RFP, which provided that the awarded contract would allow the City to rent Holiday Decorations and Street Banners products and services on an as-needed basis and requested proposers to submit their total line of available products and services, to include a separate holiday decoration enhancements addendum ("enhancements" was defined for this purpose as items that may be added to the RFP at the City Council's sole discretion based on the available options) with pricing for consideration in addition to the basic package. Consultant did so, but due to timing issues, City approved the Agreement prior to determining the desired enhancements, which are now included in Amendment No. 1 for Council's consideration of approval because the proposed increase to the Contract Sum exceeds the Contract Officer's \$25,000 authority. Additionally, if the proposed additions had been included in the initial Contract, it would not have affected the selection of St. Nick's for the award based on the selection criteria set forth in the RFP.

The proposed enhancements (Exhibit 2) include all of the following:

- Carson Event Center: Lighted "Happy Holidays" sign, lighted bow, tree decorations, and lighted Santa motif;
- Civic Center Drive Bridge: Six (6) lighted archways and lighted "Happy Holidays" sign;
- City Hall: Staircase garland, red tree bows, tree decorations, plant lights;
- Carson St. and Avalon Blvd.: Lighted tree wraps.

Some of the items listed in Amendment No. 1 are merely clarifications or replacements of decorations that were already authorized under the Contract (e.g., swapping out one listed decoration for another like-kind decoration); these modifications carry no additional cost.

The proposed cost of the enhancements is itemized in Exhibit 3.

V. FISCAL IMPACT

Funds for this service were included in the adopted FY 2023-2024 budget in Account No. 101-90-930-101-6004.

VI. EXHIBITS

1. Contract (pgs. 3 - 44)
2. Updated 2023 Scope for Amendment No. 1 (pgs. 45 - 68)
3. Cost Breakdown for Amendment No. 1 (p. 69)
4. (Proposed) Amendment No. 1 to Contract (pgs. 70 - 77)

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