



# CITY OF CARSON

## Legislation Text

File #: 2021-650, Version: 1

### Report to Mayor and City Council

Tuesday, October 05, 2021

Consent

#### **SUBJECT:**

**CONSIDER APPROVING A PURCHASE AGREEMENT WITH STAGELINE MOBILE STAGE, INC. TO MANUFACTURE, FURNISH, AND DELIVER A SPECIAL EVENT MOBILE STAGE FOR THE CITY OF CARSON (CITY COUNCIL)**

#### **I. SUMMARY**

In June 2021, during the Fiscal Year 21-22 budget workshops, City Council approved up to \$220,000 for the purchase of a mobile stage to be used for Citywide special events. A Request for Proposal (RFP 21-034) was advertised through the Planet Bids portal on August 26, 2021 through September 16, 2021. A total of two (2) vendors submitted proposals (Exhibit No. 1). After reviewing and evaluating the submissions, Stageline Mobile Stage, Inc. has been selected by staff as the recommended vendor, based on responsiveness to the RFP's proposal requirements and experience. Staff is requesting that the City Council approve a purchase agreement with Stageline Mobile Stage, Inc. for the purchase of a mobile stage and related equipment.

#### **II. RECOMMENDATION**

1. APPROVE the proposed purchase agreement with Stageline Mobile Stage, Inc., for the purchase of a mobile stage and related equipment and services in an amount not-to-exceed \$191,945.32. (Exhibit No. 3);
2. AUTHORIZE the Mayor to execute the proposed purchase agreement, following approval as to form by the City Attorney; and
3. APPROVE a contingency in the amount of \$8,064.68 (for a total approved purchase of \$200,000) for acquisition of any additional equipment or accessories related to the mobile stage as may be deemed necessary by the City Manager or designee, and AUTHORIZE the City Manager to approve and execute any further purchase agreement or amendment that may be deemed necessary by the Purchasing Manager to effectuate same, to the extent the City Manager does not already possess such authority pursuant to CMC 2600 et seq., and without limitation of such authority.

### **III. ALTERNATIVES**

1. REJECT all bids.
2. TAKE another action the City Council deems appropriate, consistent with the requirements of the law.

### **IV. BACKGROUND**

In June 2021, during the Fiscal Year 2021-22 budget process and workshops, the City Council approved up to \$220,000 for the purchase of a mobile stage. A Request for Proposals (RFP) was advertised through Planet bids, seeking prospective vendors from August 26, 2021 to September 16, 2021. By the September 16th deadline, a total of two (2) proposals/bids were received.

Proposals were reviewed and evaluated by staff from Community Services, City Manager's Office, Public Safety, and Public Works Departments. The proposal from Stageline Mobile Stage, Inc. (Exhibit No. 2) has been selected by staff as the recommended consultant, based on responsiveness to the RFP's requirements and vendor experience, as illustrated below:

<b>Vendor</b>	<b>Price</b>	<b>Cumulative Score (points)</b>	<b>Average Score (points)</b>
Stageline Mobile Stage, Inc.	\$185,551.00	455	91
Century Industries	\$241,094.00	349	69.8

Evaluation criteria included compliance with proposal requirements, qualification and experience, cost, and references. Additionally, evaluators highlighted Stageline's completeness of their proposal, the ability to deliver the stage in sixty days from issuance of Purchase order, a 3-year warranty, the reversibility of the stage, the ability to add onboard electric generator, stage lighting package, and the cost being lower than the other proposal received and under the approved \$220,000 budget approved by Council. Stageline Mobile Stage, Inc. is the lowest responsive and responsible bidder pursuant to Carson Municipal Code Section 2610(i)] and is therefore being recommended by staff for purchase agreement approval by City Council.

### **V. FISCAL IMPACT**

Should the City Council approve the recommendation, funds required for this fiscal year are available up to \$220,000 in the adopted 2021-2022 Fiscal Year budget in the Community Services Administration account 101-90-901-100-6009.

### **VI. EXHIBITS**

1. Bid Register for RFP 21-034 - Purchase of Mobile Stage (pg. 4)
2. Bid Proposal - Stageline Mobile Stage, Inc. (pg. 5 - pg. 37)
3. Purchase Agreement for Purchase of Mobile Stage (pg. 38 - pg. 47)

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