



# City of Culver City

Mike Balkman  
Council Chambers  
9770 Culver Blvd.  
Culver City, CA 90232  
(310) 253-5851

## Staff Report Details (With Text)

---

|                      |   |                      |   |              |   |
|----------------------|---|----------------------|---|--------------|---|
| <b>File #:</b>       | 23-108  | <b>Version:</b>      | 1 | <b>Name:</b> | Approve Agreement: Portable All-Electric Concession and Restroom Trailers |
| <b>Type:</b>         | Minute Order  | <b>Status:</b>       |   |              | Consent Agenda  |
| <b>File created:</b> | 8/8/2022  | <b>In control:</b>   |   |              | City Council Meeting Agenda   |
| <b>On agenda:</b>    | 8/22/2022   | <b>Final action:</b> |   |              |   |
| <b>Title:</b>        | CC - CONSENT ITEM: (1) Approval of an Agreement with California Cart Builder LLC, to Construct One Portable All-Electric Concession Trailer and One Portable All-Electric Restroom Trailer for an Amount Not-to-Exceed \$418,215, including Delivery to the Culver City Park Upper Ballfields; and (2) Authorize the Parks, Recreation and Community Services Director to Approve Amendment(s) to the Agreement in a Contingency Amount of up to an Additional \$33,589 (7%) for Unexpected Costs, for a Total Not-To-Exceed Amount of \$451,804. |                      |   |              |   |

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

| Date | Ver. | Action By | Action | Result |
|------|------|-----------|--------|--------|
|------|------|-----------|--------|--------|

**CC - CONSENT ITEM:** (1) Approval of an Agreement with California Cart Builder LLC, to Construct One Portable All-Electric Concession Trailer and One Portable All-Electric Restroom Trailer for an Amount Not-to-Exceed \$418,215, including Delivery to the Culver City Park Upper Ballfields; and (2) Authorize the Parks, Recreation and Community Services Director to Approve Amendment(s) to the Agreement in a Contingency Amount of up to an Additional \$33,589 (7%) for Unexpected Costs, for a Total Not-To-Exceed Amount of \$451,804.

**Meeting Date:** August 22, 2022

**Contact Person/Dept.:** Dani Cullens/PRCS

**Phone Number:** (310) 253-6471

**Fiscal Impact:** Yes ☒ No ☐

**General Fund:** Yes ☒ No ☐

**Attachments:** Yes ☐ No ☐

**Commission Action Required:** Yes ☐ No ☒

**Public Notification:** (E-Mail) Meetings and Agendas - City Council (08/17/2022); (E-Mail) Culver City Little League (08/17/2022); (E-Mail) American Youth Soccer Organization (AYSO) Region 19 (08/17/2022)

**Department Approval:** Armando Abrego, PRCS Director (08/11/2022)

---

## **RECOMMENDATION**

Staff recommends the City Council (1) approve an agreement with California Cart Builder LLC, to construct one portable all-electric concession trailer and one portable all-electric restroom trailer for an amount not-to-exceed \$418,215, including delivery to the Culver City Park Upper Ballfields; and (2) authorize the Parks, Recreation and Community Services (PRCS) Director to approve amendment(s) to the agreement in a contingency amount of up to \$33,589 (7%) for unexpected costs, for a total not-to-exceed amount of \$451,804.

## **BACKGROUND**

Culver City Park, located at 9910 Jefferson Blvd., Culver City 90232, is a 41.55-acre community park with multiple levels of access. It was partially built on a solid waste landfill that was in operation from 1930 to 1960. Due to this, the Upper Ballfields are subject to significant ongoing shifting and settling. The fields are currently primarily used by the Culver City Little League and American Youth Soccer Organization (AYSO) Region 19.

In November 2010, a project was completed that consisted of re-grading and leveling the eastern end of the middle upper sports fields in Culver City Park, adjustment of the height of existing irrigation heads, and installation of new irrigation lines. In recent years, it became clear that the fields and surrounding area were in need of another extensive renovation.

### **Culver City Park Upper Ballfields and Snack Bar Area Improvement Project**

On March 14, 2022, as part of the Fiscal Year 2021/2022 Mid-Year Budget Report, the City Council approved \$533,304, in Capital Improvements and Acquisitions funds (Fund 420) for improvements to the Culver City Park Upper Ballfields and Snack Bar area. This Project consists of the:

- Demolition of the dilapidated concession stand and restroom at Culver City Park Upper Ballfields, including the removal of concrete;
- Grading of the area and installation of City-provided street pavers near the new portable concession and restroom trailer area and the adding of an additional ground drain;
- Purchase of one portable all-electric concession trailer; and,
- Purchase of one portable all-electric restroom.

Portable all-electric trailers were chosen to replace the existing concession stand and restroom because jacks under the units can be adjusted to accommodate the shifting of the land.

## **DISCUSSION**

In July of this year, the City released a Request for Proposals (RFP) for the portable all-electric trailers. The proposal deadlines bidding closed on August 11, 2022. Two proposals were received,

as follows (amounts are combined totals for the concession and restroom trailers):

\$418,215 - California Cart Builder LLC

\$609,799 - Coast to Coast Custom Mobile Vending LLC

In addition to being the lowest price, California Cart Builder's proposal was responsive and complete. California Cart Builder LLC, is a leading manufacturer of custom-built food trucks, and custom-built food trailers. They have experienced continual growth since the company began 21 years ago. The company has customers all across the United States, as well as in other parts of the world. California Cart Builder LLC, is well-qualified and has the experience, as well as resources, to fulfill the requirements of this Project.

### **FISCAL ANALYSIS**

Of the \$533,304 approved for the Project in Fiscal Year 2021/2022, there is currently a total of \$451,804 in 42080000.730100.PZ639 (Capital Improvements and Acquisitions / Little League Field) for the portable all-electric trailers. These funds will be carried over in order to purchase the trailers in Fiscal Year 2022/2023. The \$451,804 includes the cost of the unit, delivery, and tax for both the concession trailer and the restroom trailer and 7% in contingency approval for the PRCS Director.

### **ATTACHMENTS**

None.

### **RECOMMENDED MOTIONS**

That the City Council:

1. Approve an agreement with California Cart Builder LLC, to construct one portable all-electric concession trailer and one portable all-electric restroom trailer for the base bid of \$418,215, including delivery to the Culver City Park Upper Ballfields; and,
2. Authorize the PRCS Director to approve amendment(s) to the agreement in a contingency amount of up to \$33,589 (7%) for unexpected costs, for a total not-to-exceed amount of \$451,804; and,
3. Authorize the City Attorney to review/prepare the necessary documents; and,
4. Authorize the City Manager to execute such documents on behalf of the City.