



CITY OF COMMERCE AGENDA REPORT

TO: Honorable City Council

FROM: Interim City Administrator

SUBJECT: Award of an Agreement to St. Nick's Commercial Design & Décor for Holiday Décor Services

MEETING DATE: July 18, 2017

RECOMMENDATION:

The City Council will consider adopting a resolution to award an agreement to St. Nick's Commercial Design & Décor for Holiday Décor Services.

BACKGROUND:

On June 20, 2017, Council directed staff to finalize a new Holiday Décor Program with the newly appointed two-member City Council Sub-committee consisting of the Mayor and Mayor Pro Tem and to prepare an Agreement with St. Nick's Commercial Design & Décor (St. Nick's) as the City's new holiday décor provider. Their selection followed a formal Request for Proposals process. The initial term of the Agreement is three years with the option to extend the term by an additional two years at an annual cost of \$158,000.

St. Nick's is a local company in Long Beach with municipal holiday décor experience with letters of recommendation from the Cities of Laguna Niguel, La Puente, and Westminster and service to their clients and quality of décor as their priority. Their clients also include the Dorothy Chandler Pavilion, the Music Center, Grand Park, and the Japanese Village Plaza in Los Angeles, Anaheim's Downtown Disney, Newport Beach Marina Park and public library, the San Diego Airport Authority, and Canyon Crest Town Center in Riverside to name a few of their customers.

Staff met with the Sub-committee to work out the details of the City's new Holiday Décor Program. Staff recommends awarding an Agreement to St. Nick's in order to finalize the Program and begin securing décor for the City's 2017 holiday season.

ALTERNATIVES:

1. Approve staff recommendation.
2. Reject staff recommendation.
3. Provide further direction to staff.

FISCAL IMPACT:

The new Holiday Décor Program's annual cost is fully funded in the current fiscal year budgeted amount of \$176,500.

RELATIONSHIP TO STRATEGIC GOALS:

This item is related to a specific 2016 Strategic Goal to “develop and invest in infrastructure and beautification projects that support economic growth.”

Approved by: Maryam Babaki, Director of Public Works and Development Services

Prepared by: Gina Nila, Deputy Director of Public Works Operations

Reviewed by: Vilko Domic, Finance Director

Approved as to form: Eduardo Olivo, City Attorney

Respectfully submitted: Matthew C. Rodriguez, Interim City Administrator

ATTACHMENTS:

1. Resolution
2. Agreement