



City of Santa Ana
20 Civic Center Plaza, Santa Ana, CA 92701
Staff Report
April 5, 2022

TOPIC: Agreement with A1 Party Rental for Event Equipment Rental Services

AGENDA TITLE:

Agreement with A1 Party Rental for Event Equipment Rental Services at City Events for an Annual Amount not to exceed \$86,000 for the Period April 1, 2022 to March 31, 2025, for a Total Agreement Amount of \$258,000 (General Fund)

RECOMMENDED ACTION

Authorize the City Manager to execute an agreement with A1 Party Rental for event equipment rental services at City events for an annual amount not to exceed \$86,000 for the period April 1, 2022 to March 31, 2025, for a total agreement amount of \$258,000, subject to non-substantive changes approved by the City Manager and City Attorney.

DISCUSSION

On December 20, 2021, staff issued Request for Proposal (RFP) for various special event services. The RFP supports the Parks, Recreation, and Community Services Agency (PRCSA)'s efforts to bring together the elements needed to provide multiple City-produced events throughout the year.

An evaluation committee consisting of representatives from PRCSA reviewed and rated the proposals according to the criteria listed in the RFP. The criteria includes firm/team experience, references/relevant experience, manner for performing services, and fee. The City received one proposal. City staff reviewed the proposal and based on the results of the review and experience in working with the vendor in the past, PRCSA is recommending entering into an agreement with A1 Party Rental for a three-year term. Use of these services will be contingent on the City's approval of funding for City events each fiscal year.

ENVIRONMENTAL IMPACT

There is no environmental impact associated with this action.

FISCAL IMPACT

Funds will be budgeted and made available in the following account for the specified years:

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Fiscal Year	Accounting Unit-Account #	Fund Description	Accounting Unit, Account Description	Amount
FY 22-23	01113230-62300	General Fund	PRCSA-Recreation and Community Services-Contractual Services Professional	\$86,000
FY 23-24	01113230-62300	General Fund	PRCSA-Recreation and Community Services-Contractual Services Professional	\$86,000
FY 24-25	01113230-62300	General Fund	PRCSA-Recreation and Community Services-Contractual Services Professional	\$86,000

EXHIBIT(S)

1. Agreement

Submitted By: Lisa Rudloff, PRCSA Executive Director

Approved By: Kristine Ridge, City Manager