



**City of Santa Ana**  
**20 Civic Center Plaza, Santa Ana, CA 92701**  
**Staff Report**  
**May 18, 2021**

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**TOPIC:** Contract for Modular Restroom Building at the Centennial Park Police Department Training Facility

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**AGENDA TITLE:**

Award a Contract to Pacific Mobile Structures, Inc. for a Modular Restroom Building at the Centennial Park Training Facility for a Five-Year Period in the Amount of \$126,758 (Specification No. 21-057) (General Fund)

**RECOMMENDED ACTION**

Award a contract to Pacific Mobile Structures, Inc. for the lease of a new modular restroom building at the Centennial Park Training Facility, for the period of June 1, 2021 through May 31, 2026, in an amount not to exceed \$126,758, subject to non-substantive changes approved by the City Manager and City Attorney.

**DISCUSSION**

At the May 4, 2021 meeting, members of the City Council requested additional information relating to the use of the Centennial Park Training Facility, including restrooms, and requested that this item be continued for two weeks. Attached is a detailed summary of the use of the Centennial Park Training Facility (Exhibit 1).

The Centennial Park Training Facility is located on the south/west corner of Centennial Park and is utilized by the Police Department, Parks and Recreation Department, Orange County Fire Authority, and the Public Works Department to train personnel in various disciplines. On average, the Centennial Park Training Facility is reserved for use fifteen (15) days per month.

The Santa Ana Police Department Training Division utilizes the Centennial Park Training Facility to provide Police personnel throughout the County with continuous professional training, as required by the California Police Officer Standards and Training. Additionally, the Training Division regularly hosts police training presented by outside instructors. Finally, the Human Resources Division also utilizes the facility to conduct testing for police applicants. To provide this training, the Training Division requires safe, working restroom facilities for instructors and course attendees.

The current modular restroom building was installed over 15 years ago, and despite

numerous repairs through normal wear and tear, has reached a point where it is no longer serviceable and is in need of replacement. In researching options for replacing the existing modular restrooms, the Santa Ana Police Training Division has determined the best option is to lease a new modular restroom building for a period of five years, rather than purchasing the mobile structure. The Police Department Training Division plans to conduct future improvements to the training facility and leasing the mobile structure offers flexibility in future improvement design and layout. The restrooms are modular and can be relocated if needed. However, there will be an expense to relocate water, sewer and electrical.

The contract includes a monthly lease amount of \$1,729.81, a \$7,474.56 startup charge, a \$3,971.56 end of lease charge, and a \$11,523.48 contingency for cost of repairs that may fall outside of the vendor's standard warranty. Purchasing and Police Department staff reviewed procurement options for modular restroom buildings. The Pacific Mobile Structures, Inc. and The Interlocal Purchasing System (TIPS) cooperative agreement was selected based on their competitive pricing, service levels, and product offering that meets standardized equipment requirements.

Santa Ana Ordinance No. NS-2312 authorizes the City to utilize purchase contracts from any public agency employing a competitive bid process. TIPS has awarded an agreement for portable modular buildings and made it available to public agencies. Utilizing the contract awarded to Pacific Mobile Structures, Inc. will ensure efficient procurement of a replacement modular restroom building.

**FISCAL IMPACT**

Funds for this contract in the amount of \$126,758 are available in the Police Department's Training Division contract services account (no. 01114410 62300), and will be budgeted in future fiscal years as follows:

Fiscal Year	Accounting Unit - Account#	Accounting Unit, Account Description	Amount
FY 2020-21	01114410 62300	Training Division, Contract Services	\$9,396
FY 2022-23	01114410 62300	Training Division, Contract Services	\$23,062
FY 2023-24	01114410 62300	Training Division, Contract Services	\$23,062
FY 2024-25	01114410 62300	Training Division, Contract Services	\$23,062
FY 2025-26	01114410 62300	Training Division, Contract Services	\$23,062

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FY 2026-27	01114410 62300	Training Division, Contract Services	\$25,112
		<b>Total</b>	<b>126,758</b>

**EXHIBIT(S)**

1. Summary of the Use of the Centennial Park Training Facility

Submitted By: David Valentin, Police Chief

Approved By: Kristine Ridge, City Manager