



**CITY COUNCIL AGENDA REPORT**  
**INFORMATION/CONSENT AGENDA**  
**AGENDA ITEM NO. L.4**

**DATE:** September 21, 2021

**TO:** City Council

**FROM:** Emilio Ramirez, Housing Director, (805) 385-8094, [emilio.ramirez@oxnard.org](mailto:emilio.ramirez@oxnard.org)

**SUBJECT:** First Amendment with Major Event Trailers for Rental of Mobile Restrooms, Showers, and Laundry Facilities for the K Street Temporary Emergency Shelter.

**RECOMMENDATION**

That the City Council approve and authorize the Mayor to execute a First Amendment with Major Event Trailers (A-8277) to provide the rental of mobile restrooms, showers, and laundry facilities for the Temporary Emergency Shelter at 351 South K Street for an increased amount of \$98,043.59 for a total contract amount \$383,043.59.

**BACKGROUND**

Since January of 2019, the Housing Department has overseen the establishment and operation of a 110-bed homeless shelter located at 351 South K Street, in the former National Guard Armory. Originally operated by Housing Department staff, the shelter is now operated by Mercy House under an agreement with the City. That agreement runs through June 30, 2022.

The building in which the shelter is located was constructed over sixty years ago and was originally configured and designed for National Guard operations, which at the time were restricted to males only. The restroom and shower facilities in the building are minimal and do not meet current requirements regarding accessibility, and are insufficient in number to serve a client population of over one hundred residents. In addition, the building has no on-site laundry area or facilities.

In order to provide sufficient restrooms and shower facilities for the shelter population, and to establish an on-site facility to meet the operation's laundry needs, the City contracted with Major Event Trailers (MET), which brought in trailer units designed specifically for those purposes. In March of 2020, the City entered into Agreement No. A-8277 with MET, in the amount of \$285,000. Pursuant to that Agreement, MET brought in a 12-station shower trailer, a single-stall ADA-accessible shower trailer, an 8-stall ADA-accessible restroom trailer, and a laundry and dryer trailer.

The impact of the COVID-19 pandemic required dispersal of some of the 110 shelter beds to a second location a block away from the former Armory building, to the Police Activities League (PAL) gymnasium. This required relocation of some clients and staff to the PAL facility, along with increased security. As a result of the move, portable trailer units were needed at the second location, which increased the cost for the set-up and maintenance of the units and the wastewater generated by their usage.

The increased costs through June 30, 2021 amount to \$98,043.59. The First Amendment to Agreement A-8277 has been negotiated to reflect these increased costs. Approval of this amendment will finalize the contractual obligations of the City and MET with respect to the K Street shelter sites. As of July 1, 2021, Mercy House began directly contracting for the provision of portable restrooms and shower facilities.

The amount outstanding includes costs incurred during the prior fiscal year and the intent of this amendment to satisfy

those outstanding invoices. The Agreement will be terminated upon payment. Mercy House has assumed this obligation as of July 1, 2021.

## **STRATEGIC PRIORITIES**

This agenda item supports the Quality of Life strategy. The purpose of the Quality of Life strategy is to restore and increase quality services and programs that enrich Oxnard's diverse community, promotes safe neighborhoods, encourages community engagement, and supports our residents in their efforts to improve their quality of life.

## **FINANCIAL IMPACT**

The costs for Agreement No. A-8277 have been borne by Community Development Block Grant (CDBG) funds, from Account No. 285-5347-826.86-05, project 205101 (for regular operations) and from CDBG-CARES Act Account No. 285-5387-804.82-09, project 775567 (for expenses directly attributable to COVID-19). There is sufficient CARES Act budget available (account 285-5367-804.82-09, project 775567) to fund the amendment amount of \$98,043.59.

## **COMMITTEE OUTCOME**

This item did not originate in Committee.

*Prepared by: Emilio Ramirez, Housing Director*

## **ATTACHMENTS**

1. A-8227 Major Event Trailers
2. ATTACHMENT 2 - FIRST AMENDMENT TO AGREEMENT NO A-8277