



Administrative Report

H.10., File # 25-0528

Meeting Date: 4/15/2025

To: MAYOR AND CITY COUNCIL

From: ELIZABETH HAUSE, COMMUNITY SERVICES DIRECTOR

TITLE

APPROVE AN INDEPENDENT CONTRACTOR AGREEMENT WITH WATERFRONT EDUCATION, A CALIFORNIA NONPROFIT CORPORATION AND TAX EXEMPT 501(C)(3) ORGANIZATION, FOR YOUTH SAILING CLASSES AND CAMPS

ADOPT BY TITLE ONLY, RESOLUTION NO. CC-2504-022 OF THE CITY OF REDONDO BEACH CALIFORNIA, AUTHORIZING THE DONATION OF TWO CATALINA 14.2 BOATS AND TWO DECK BOXES TO WATERFRONT EDUCATION, A CALIFORNIA NONPROFIT CORPORATION AND TAX EXEMPT 501(C)(3) ORGANIZATION, AND APPROVING THE ATTACHED EQUIPMENT DONATION AGREEMENT

EXECUTIVE SUMMARY

In March 2022, the City Council received an update on the City's sailing program and provided the following direction to staff: identify a nonprofit organization to manage additional sailing activities; donate two older City boats to the program; and provide two slips located at the Portofino Marina for the nonprofit use, consistent with the Portofino Lease Agreement. Following a review of the responsive proposals, Waterfront Education (WE) was selected for its demonstrated history of community engagement, diverse program offering, certification standards for instructors, and strong emphasis on STEM-focused activities. Approval of the proposed contractor agreement with WE and the accompanying resolution and equipment donation agreement designating the two 14-foot boats and deck boxes for use at the two referenced Portofino slips, would execute City Council's direction.

BACKGROUND

On March 15, 2022, the City Council received an update from staff regarding the City's sailing program that included the inventory of current vessels and equipment, fiscal overview, summary of programs and activities offered, use of slips in the Portofino Marina, and the City's relationship with the Redondo Beach Sailing Club (RBSC), a nonprofit organization. As a result, the City Council provided the following direction to further enhance and strengthen the City's sailing offerings:

- Identify a nonprofit organization to administer future sailing club activities for the community
- Donate two older 14-foot City boats
- Maintain the two slips located in Portofino Marina for use by a nonprofit organization that would provide recreational sailing club activities, consistent with the Portofino Lease Agreement and the Coastal Development Permit issued by the California Coastal Commission

Following the release of a Request for Proposals, extensive outreach and engagement with eligible nonprofit organizations, and a thorough review of the proposals that were received, staff identified WE as the preferred organization to enter into negotiations due to WE's:

- Existing programming and presence in King Harbor
- Extensive programs and instructional activities for all ages
- Team of certified instructors to support all programs and activities
- Class offerings that focus on STEM learning
- Organized harbor activities including cleanups and open houses
- Proposed sailing club activities

As a result of scheduling difficulties caused by seasonal fluctuations for programs and services for both the City and WE, the negotiations and development of the proposed Agreement took longer than anticipated.

The proposed Agreement follows the City's standard terms for its Independent Contractor Program which provides a split of class registration fees with 30% of the revenue going to the City and the remaining 70% to the contractor. The proposed term is April 15, 2025 through April 14, 2027 and the Agreement includes a not to exceed amount of \$34,900. WE has agreed to the proposed terms and staff is looking forward to the enhanced sailing activities that will be available to the community as a result of its execution.

Additionally, WE has agreed to receive the donation of the two 14-foot City boats, consistent with the City Council's direction at the March 15, 2022 meeting. The two existing deck boxes located at the designated slips in Portofino Marina will also be donated.

Staff recommends the City Council approve the Independent Contractor Agreement with WE along with the Resolution and equipment donation Agreement. If approved, staff will coordinate commencement of the proposed activities with WE as soon as possible.

COORDINATION

The Community Services Department coordinated preparation of this item with the Waterfront and Economic Development Department. The City Attorney's Office prepared the proposed agreements and Resolution.

FISCAL IMPACT

Under the Independent Contractor Agreement, the City anticipates net revenue of \$10,500-\$12,000 for the two-year term based on the City's 30% share of total class registration fees, which are estimated to be \$35,000-\$40,000.

APPROVED BY:

Mike Witzansky, City Manager

ATTACHMENTS

- Agmt - Waterfront Education

- Resolution No. CC-2504-022 and Equipment Donation Agreement
- Insurance - Waterfront Education