

June 21, 2007

Honorable Mayor and Members of  
the Hermosa Beach City Council

Regular Meeting of  
June 26, 2007

**CENTENNIAL DINNER SERVICE AGREEMENTS**

**Recommendation:**

That the City Manager be directed to execute two service agreements; the first for equipment rental from "A Packaged Party" and the second for catering from "Social Catering by Charlie Scola"

**Background:**

The Centennial Dinner was approved by the City Council at the meeting of May 22, 2007. I have met with both companies and have reviewed the services that they are proposing to provide. After meeting with them and reviewing the program and the services they can provide, I am recommending that we go forward with these providers. They will be able to stage the dinner without placing a burden or overload on staff.

The cost of the equipment rental is \$25,572.41 and the catering is \$17,915.37. The amounts may change based on the attendance and therefore staff will use unit pricing to calculate the costs. These costs are within the costs proposed for the entire event.

Respectfully submitted,



Stephen R. Burrell  
City Manager

**Social Catering by Charlie Scola**  
**Charlie's direct Line 310-214-9158**  
**Charlie@forstarscatering.com**

Date of Event: September 29 2007

Invoice #: Quote

Name Steve Burrell/ Lisa Lynn  
 Address 710 Pier Avenue Hermosa Beach Community Center  
 City Hermosa Beach State Ca. ZIP 90254  
 Phone Home = 310-318-02169

DESCRIPTION OF SERVICE OR PRODUCT PROVIDED	Quantity	UNIT PRICE	TOTAL
Menu Price	250	\$38.00	\$9500.00
Dessert & Coffee	250	\$3.00	\$ 750.00
Beverage	250	\$2.00	\$ 500.00
Party Manager	1	\$500.00	\$500.00
Kitchen Staff	5	\$250.00	\$ 1250.00
Chef	1	\$350.00	\$350.00
Server	10	\$250.00	\$ 2500.00
Bartender	3	\$250.00	\$750.00
Bar Runner	1	\$150.00	\$150.00
Scullery	2	\$150.00	\$300.00
Rentals, Flowers, Liquor Not Included In Package			
JL			
<b>PAYMENT DETAILS</b>		Subtotal	\$16550.00
		Service Charge 18%	WAIVED
		Tax 8.25%	\$1365.37
		Total	\$17,915.37
APPROVED BY: _____			
CHECK #: _____			
DATE CHECK CUT: _____			
DATE CHECK SENT: _____			

Thank you for your business



6835 Independence Ave.  
 Canoga Park, CA 91303  
 818-710-1222  
 FAX: 818-710-0222

# Invoice - 270264

Page: 1

Date: 03/23/2007

DEL DATE & TIME: 09/29/2007 Sat 8am  
 EVENT DATE: 09/29/2007 6-11pm  
 RETURN DATE: 09/29/2007

WORK ORDER #: 12773  
 ORDER DATE: 03/16/2007  
 EVENT TYPE: Anniversary  
 NUMBER OF GUESTS: 258  
 P.O. NUMBER:

ACCOUNT NUMBER: 05144  
 SALES PERSON: Sylvia Lowry  
 CUST. PH.: 310-213-2086  
 DEL. PH.: 310-213-2086  
 CUST. FAX: 310-545-5203

**BILLED TO:**  
 Hermosa Beach Community Center  
 Attn: Micheal Keegan  
 710 Pier Ave.  
 Hermosa Beach, CA 90254

**DELIVERED TO:**  
 Micheal Keegan  
 Hermosa Beach Community Center  
 710 Pier Ave.  
 Hermosa Beach, CA 90254

Quantity	Description Rental and Sales	Unit Price	Total
0	AREA #1 ENTRANCE WAY	0.00	0.00
0		0.00	0.00
1	Line walk-way w/sand along side of carpeting	750.00	750.00
1	60 bags of sand, seashells & pails part of pkg.	0.00	0.00
1	Carpet, Purple 6x50	750.00	750.00
6	Up-lighting - Doonway	45.00	270.00
2	Palm Trees, 8'	100.00	200.00
2	Pots	20.00	40.00
2	Trees, Palm 6'	85.00	170.00
2	Pots.	20.00	40.00
2	Swagging (2 Sides Of Railing With Twinkle Lights)	175.00	350.00
0		0.00	0.00
1	AREA #2 LOBBY OF THEATRE	0.00	0.00
0		0.00	0.00
2	Dress & Decorate Clients 6' Table	125.00	250.00
2	Chairs, Bamboo	6.50	13.00
1	Table, 8'	8.75	8.75
1	Dress, Table	125.00	125.00
0		0.00	0.00
0	AREA #3	0.00	0.00
0		0.00	0.00
1	Cover window w/velon 12'	50.00	50.00
1	Dress 2 Bathrooms For Guest	200.00	200.00
0		0.00	0.00
0	AREA #4 UPPER PATIO COURT YARD	0.00	0.00

The client is responsible for all lost or damaged items. Please sign one copy and return. Thank you for the order. We appreciate your business!

Rev'n Inv. 270264 dtd 03/16/07 increasing rentals. 50% deposit due now please to reserve rentals.  
 Bal due Sept 3/07 please. Thank you

Sub-total \$ 3216.75

Continued on next page.

The terms of the agreement on the reverse side hereof are incorporated herein and are part hereof and I acknowledge I have read the same and received a copy thereof.

DEPOSITS NOT REFUNDABLE

INV# 270264

Customer Signature



6835 Independence Ave.  
 Canoga Park, CA 91303  
 818-718-1222  
 FAX: 818-718-0222

# Invoice - 270264

Page: 2

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 CUST. FAX: 310-545-5203

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 Attn: Micheal Keegan  
 710 Pier Ave.  
 Hermosa Beach, CA 90254

**DELIVERED TO:**  
 Micheal Keegan  
 Hermosa Beach Community Center  
 710 Pier Ave.  
 Hermosa Beach, CA 90254

Quantity	Description Rental and Sales	Unit Price	Total
0		0.00	0.00
1	Drape Pipe & Base (Right Side) 50' x16 800ft	1200.00	1200.00
1	Drape Pipe & Base (Left Side) 52' x16	1248.00	1248.00
1	Install 50x50 Black Astro Turf	1375.00	1375.00
1	Install 12x55	363.00	363.00
6	Poles wrapped w/fabric - Purple, Green, Puffy style	75.00	450.00
0		0.00	0.00
0	AREA #5 GUEST SEATING	0.00	0.00
0		0.00	0.00
12	Tables, 30" Stand Up	14.25	171.00
12	Padding, 30"	0.00	0.00
60	Bar Stools,	10.00	600.00
12	Tablecloths, 120" Burlap	20.00	240.00
12	Overlays, 72" (Boats & Shells)	15.00	180.00
12	Padding-30"	0.00	0.00
12	Tables, 30"	8.50	102.00
48	Chairs - Bamboo	6.50	312.00
12	Tablecloths, 96" Green + Blue Lame	15.00	180.00
12	Fish Net - Assorted Colors	15.00	180.00
36	Assorted Pillows	10.00	360.00
10	Pole lighting w/velon	75.00	750.00
24	Up - lighting	45.00	1080.00
5	Heaters, solo flo	79.50	397.50
5	Heater covers, black	3.50	17.50
0		0.00	0.00

The client is responsible for all lost or damaged items. Please sign one copy and return. Thank you for the order. We appreciate your business!

Sub-total \$ 12422.75

Continued on next page.

Ret'n. Inv. 270264 dtd 3/16/07 increasing rentals. 50% deposit due now please to reserve rentals. Bal. due Sept. 3/07 please. Thank you

The terms of the agreement on the reverse side hereof are incorporated herein and are part hereof and I acknowledge I have read the same and received a copy thereof.

DEPOSITS NOT REFUNDABLE

INV# 270264

Customer Signature



6635 Independence Ave.  
 Canoga Park, CA 91303  
 818-710-1222  
 FAX: 818-710-0222

# Invoice - 270264

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 CUST. FAX: 310-545-5203

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 Attn: Micheal Keegan  
 710 Pier Ave.  
 Hermosa Beach, CA 90254

**DELIVERED TO:**  
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 Hermosa Beach Community Center  
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 Hermosa Beach, CA 90254

Quantity	Description Rental and Sales	Unit Price	Total
0	AREA #6 CATERER'S WORK AREA	0.00	0.00
0		0.00	0.00
4	Tables, 8' w/velon	16.00	64.00
3	Coffee maker, 100 cup w/electrical	36.00	108.00
1	Transit cabinet - sterno	100.00	100.00
10	Trays for transit cabinet	6.50	65.00
24	Cases sterno SALE ITEM	3.50	84.00
0		0.00	0.00
0		0.00	0.00
0	BEHIND LATTICE	0.00	0.00
0		0.00	0.00
2	Stove, 6 burner	225.00	450.00
2	Propane tanks, 10gal	40.00	80.00
2	Fire Extinguishers	0.00	0.00
8	Trash cans w/velon	16.00	128.00
6	Tables, 8' w/velon	16.00	96.00
24	Riser legs	2.00	48.00
2	Pop up tent 10x10	100.00	200.00
1	White wall 40'	40.00	40.00
2	Lights, white clamp-on	20.00	40.00
0		0.00	0.00
1	AREA#7BUFFET STATION#1 ASIAN & BEACH DEC	0.00	0.00
0		0.00	0.00
1	Table, 8' Serpentine	17.25	17.25
1	Dress table & decorate	125.00	125.00

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Re: Inv. 270264 dated 3/16/07 increasing rentals. 50% deposit due now please to reserve rentals. Bal due Sept. 3/07 please. Thank you

Sub-total \$ 14068.00

Continued on next page.

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DEPOSITS NOT REFUNDABLE

INV# 270264

Customer Signature



8835 Independence Ave.  
 Canoga Park, CA 91303  
 818-710-1222  
 FAX: 818-710-0222

# Invoice - 270264

Page: 4

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ACCOUNT NUMBER: 05144  
 SALES PERSON: Sylvia Lowry  
 CUST. PH.: 310-213-2086  
 DEL. PH.: 310-213-2086  
 CUST. FAX: 310-545-5203

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 Hermosa Beach Community Center  
 Attn: Micheal Keegan  
 710 Pier Ave.  
 Hermosa Beach, CA 90254

**DELIVERED TO:**  
 Micheal Keegan  
 Hermosa Beach Community Center  
 710 Pier Ave.  
 Hermosa Beach, CA 90254

Quantity	Description Rental and Sales	Unit Price	Total
1	Table, 30" stand up cocktail	14.25	14.25
1	Tablecloth, 120" Burlap	20.00	20.00
1	Tablecloth, 120" Green Lame	20.00	20.00
4	Platters, large white	20.00	80.00
5	Tongs, sissor style	5.95	29.75
1	Chaffer, 8 qt roll top rectangular	65.00	65.00
1	Revere bowl 7"	7.50	7.50
2	Ladies, small, silver,	5.25	10.50
2	Serving spoons, silver	5.25	10.50
0		0.00	0.00
1	AREA #7B - BUFFET STATION #2	0.00	0.00
0		0.00	0.00
6	Knives, silver (for cheese)	1.00	6.00
4	Platters, large White	20.00	80.00
2	Tongs, scissor style	5.95	11.90
1	Revere bowl 7inch	7.50	7.50
0		0.00	0.00
1	STADIUM #2 (COCKTAIL TABLE)	0.00	0.00
0		0.00	0.00
1	Table, 8' Serpentine	17.25	17.25
1	Dress & Decorate table	125.00	125.00
1	Table, 30" stand up cocktail	14.25	14.25
1	Tablecloth, 120" Purple Lame	20.00	20.00
0		0.00	0.00
1	FOOD STATION #3 - CHEF CARVING	0.00	0.00

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Sub-total \$ 14697.40

Continued on next page.

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DEPOSITS NOT REFUNDABLE

INV# 270264

Customer Signature



8835 Independence Ave.  
 Canoga Park, CA 91303  
 818-710-1222  
 FAX: 818-710-8222

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 Hermosa Beach, CA 90254

**DELIVERED TO:**

Micheal Keegan  
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Quantity	Description	Unit Price	Total
	Rental and Sales		
0		0.00	0.00
2	Tables- 8' serpentine	17.25	34.50
2	Dress & decorate tables	125.00	250.00
1	Tables, 30" stand up cocktail	14.25	14.25
1	Tablecloth, 120" Blue Lame	20.00	20.00
800	Plates, 7 1/2 White Bel Air	0.75	600.00
2	Chafers Roll Top 8 qt	65.00	130.00
2	Cutting boards w/warming light	45.00	90.00
1	Chafer 2 quart	45.00	45.00
1	Ladle - silver	5.25	5.25
3	Tongs, sissor style	5.95	17.85
6	Revere 7 ounce bowls	7.50	45.00
6	Soup spoons, large - silver plate	1.00	6.00
0		0.00	0.00
0	STATION #4 SEA FOOD	0.00	0.00
0		0.00	0.00
2	Tables, 8' serpentine	17.25	34.50
2	Dress & decorate	125.00	250.00
1	Table, 30" - stand up cocktail	14.25	14.25
1	Tablecloth, Copper Lame	20.00	20.00
1	Table top double burner	70.00	70.00
1	Brick liner	15.00	15.00
1	Propane tank	25.00	25.00
1	Chafer eight quart - round silver	61.50	61.50
1	Platter, large white rectangular	20.00	20.00

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Rev'n Inv. 270264 dtd 3/16/07 increasing rentals. 50% deposit due now please to reserve rentals.  
 Bal due Sept 13/07 please. Thank you

Sub-total \$ 16375.50

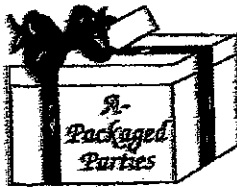
Continued on next page.

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DEPOSITS NOT REFUNDABLE

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Customer Signature



8635 Independence Ave.  
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 CUST. FAX: 310-545-5203

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Hermosa Beach Community Center  
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 710 Pier Ave.  
 Hermosa Beach, CA 90254

**DELIVERED TO:**

Micheal Keegan  
 Hermosa Beach Community Center  
 710 Pier Ave.  
 Hermosa Beach, CA 90254

Quantity	Description	Unit Price	Total
	Rental and Sales		
4	Serving spoons silver	5.95	23.80
1	Fire Extinguisher	25.00	25.00
0		0.00	0.00
0	AREA #5 DESSERT & COFFEE	0.00	0.00
0		0.00	0.00
2	Tables, 8' Serpentine	17.25	34.50
2	Dress & Decorate	125.00	250.00
1	Table, 30" Stand Up	14.25	14.25
1	Tablecloth, 120" Lime Green Lane	20.00	20.00
200	Coffee mugs short	0.75	150.00
200	Teaspoons - Mikasa silver plated	1.00	200.00
3	Cups 100 silver ums	59.95	179.85
3	Silver trays, 18"rd	16.00	48.00
6	Creamers, Silver	6.25	37.50
6	Sugars, Silver	6.25	37.50
12	Market umbrellas, w/base & pole	57.50	690.00
5	Platters white	20.00	100.00
5	Serving Tongs	5.95	29.75
2	Cake cutters/servers	6.95	13.90
0		0.00	0.00
0	AREA #7 BARS	0.00	0.00
0		0.00	0.00
3	Bars, 4'	57.50	172.50
3	Dress, bars	50.00	150.00
3	Table, 6' Back bar	8.50	25.50

The client is responsible for all lost or damaged items. Please sign one copy and return. Thank you for the order. We appreciate your business!

Rev'n Inv. 270264 dtd 3/16/07 increasing rentals. 50% deposit due now please to reserve rentals. Bal due Sept 3/07 please. Thank you

Sub-total \$ 18577.55

Continued on next page.

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INV# 270264

Customer Signature





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**DELIVERED TO:**  
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 Hermosa Beach, CA 90254

Quantity	Description Rental and Sales	Unit Price	Total
3	Tablecloths, 12'	15.00	45.00
1000	All Purpose Glasses	0.75	750.00
2	Tiki Huts Decorated	125.00	250.00
1	Assorted Nautical props for buffet	350.00	350.00
10	Pole lighting w/velon buffet area	75.00	750.00
1	Velon behind skirt of tiki bar no charge	0.00	0.00
Sub-total			20722.55
Timed Delivery and Pickup			400.00
Sub-total			21122.55
Labor: Setup			2500.00
Sub-total			23622.55
Sales Tax at 8.25%			1948.86

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Rev'n Inv. 270264 dtd 3/16/07 increasing rentals. 50% deposit due now please to reserve rentals.  
 Bal due Sept 3/07 please. Thank you

Total charges \$ 25571.41  
 Terms: Due Now

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DEPOSITS NOT REFUNDABLE INV# 270264

Customer Signature