



**DATE: MAY 31, 2017**

**FROM: WATERFRONT & COMMERCIAL REAL ESTATE**

**SUBJECT: RESOLUTION NO. \_\_\_\_\_ - APPROVE FIRST AMENDMENT TO AGREEMENT NO. 14-3262 BETWEEN THE CITY OF LOS ANGELES HARBOR DEPARTMENT AND CALIFORNIA DINING SERVICES**

**SUMMARY:**

Staff requests approval of the First Amendment to Agreement No. 14-3262 with California Dining Services (Cal Dining) to extend the length of the current three-year agreement by one year for a total term of four years, and increase the contract amount by \$107,000 to cover the additional year's expenses, for a total contract amount of \$428,000. Cal Dining operates the Port Pantry Café (Port Pantry) at the Harbor Administration Building (HAB) and provides vending machine, catering, and coffee services. Staff intends to release a Request For Proposal (RFP) for food service in January 2018 to ensure uninterrupted food service upon the proposed amended expiration date of August 6, 2018. The City of Los Angeles Harbor Department is financially responsible for payments to Cal Dining.

**RECOMMENDATION:**

It is recommended that the Board of Harbor Commissioners (Board):

1. Find that the proposed action is exempt from the requirements of the California Environmental Quality Act (CEQA) under Article III, Class 1(14) of the Los Angeles City CEQA Guidelines as determined by the Director of Environmental Management;
2. Approve the First Amendment to Agreement No. 14-3262 with California Dining Services;
3. Authorize the Executive Director to execute and Board Secretary to attest to the First Amendment; and
4. Adopt Resolution No. \_\_\_\_\_.

**SUBJECT: FIRST AMENDMENT TO AGREEMENT NO. 14-3262**

**DISCUSSION:**

Background – On July 24, 2014, the Board approved Agreement No. 14-3262 with Cal Dining to provide professional food service and management of the Port Pantry at HAB and provide vending machine, catering, and coffee services. The term of Agreement No. 14-3262 is three years, expiring August 6, 2017. The maximum amount payable under this agreement is \$321,000 or \$107,000 per year.

Staff requests Board approval of the First Amendment (Transmittal 1) to Agreement No. 14-3262 with Cal Dining to extend the length of the current three-year agreement (Transmittal 2) by one year for a total term of four years, and increase the contract amount by \$107,000, for a total contract amount of \$428,000. Board approval is required to amend Resolution No. 14-7678, an operating agreement that was previously approved the Board on July 24, 2014.

Staff will initiate an open competitive process for a new operating agreement to ensure uninterrupted food service upon the proposed amended expiration date of August 6, 2018. The release of a new RFP for the Port Pantry Operator was delayed due to staff shortage and workload prioritization. The vacated position is in the process of being backfilled, and an RFP is scheduled for release in January 2018.

**ENVIRONMENTAL ASSESSMENT:**

The proposed action is approval of a First Amendment to Agreement No. 14-3262 with Cal Dining to extend the term of the agreement for operation of the Port Pantry. As activity involving the amendment of a permit to use an existing facility involving negligible or no expansion of use, the Director of Environmental Management has determined that the proposed action is exempt from the requirements of CEQA in accordance with Article III, Class 1(14) of the Los Angeles City CEQA Guidelines.

**FINANCIAL IMPACT:**

Approval of the First Amendment to Agreement No. 14-3262 will extend the term of the existing three-year contract by an additional year and will add \$107,000 to the original contract amount of \$321,000. Extending the existing length of the contract with Cal Dining for another year will provide continuation of food catering, vending and coffee services. Funds will be provided from the Waterfront and Commercial Real Estate Division budget, Account Number 54290, Center Number 0429, and Program Number 000.

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**CITY ATTORNEY:**

The First Amendment to Agreement No. 14-3262 has been reviewed and approved to form and legality by the Office of the City Attorney.

**TRANSMITTALS:**

1. First Amendment to Agreement No. 14-3262
2. Agreement No. 14-3262

FIS Approval: MB (Initials)  
CA Approval: JD (Initials)



MICHAEL J. GALVIN

Director of Waterfront & Commercial Real Estate



Mark Bleavins FOR

MICHAEL DiBERNARDO  
Deputy Executive Director

APPROVED:



EUGENE D. SEROKA  
Executive Director

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