

DATE: JUNE 5, 2019

FROM: WATERFRONT & COMMERCIAL REAL ESTATE

SUBJECT: RESOLUTION NO. _____ - APPROVE FIRST AMENDMENT TO AGREEMENT NO. E-6975 BETWEEN THE CITY OF LOS ANGELES HARBOR DEPARTMENT AND CALIFORNIA DINING SERVICES

SUMMARY:

Staff requests approval of the First Amendment to Agreement No. E-6975 with California Dining Services (Cal Dining) to extend the term of the current one-year agreement by two years, for a total term of three years. In addition, the amendment will increase the contract amount by \$265,800 to cover the additional two years of expenses, for a total contract amount of \$398,700. Cal Dining operates the Port Pantry Café (Port Pantry) at the Harbor Administration Building (HAB) and provides breakfast, lunch, vending machine, catering, and coffee services. Cal Dining was selected from a Request for Proposals (RFP) for Port Pantry Operator published by the City of Los Angeles Harbor Department (Harbor Department) in April 2018. The 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 Director of Environmental Management has determined that the proposed action is administratively exempt from the requirements of the California Environmental Quality Act (CEQA) under Article II Section 2(f) of the Los Angeles City CEQA Guidelines;
2. Approve the First Amendment to Agreement No. E-6975 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. _____.

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DISCUSSION:

Background – An RFP for food service was published by the Harbor Department on April 2, 2018, to ensure uninterrupted food service at the Port Pantry and to supersede the existing Agreement No. 14-3462 with Cal Dining, which was set to expire on August 6, 2018. Two responsive proposers, Cal Dining and another food service provider, submitted proposals. Cal Dining was chosen by a selection panel, which consisted of five Harbor Department employees. The Department entered into Agreement No. E-6975 with Cal Dining for a one-year term (July 26, 2018 - July 25, 2019) for a total contract amount of \$132,900 per year.

Staff requests Board approval of the First Amendment (Transmittal 2) to Agreement No. E-6975 with Cal Dining to extend the length of the current one-year agreement for an additional two years, for a total term of three years, expiring on July 25, 2021. In addition, staff is also requesting to increase the contract amount by \$265,800, for a total contract amount of \$398,700.

ENVIRONMENTAL ASSESSMENT:

The proposed action is the approval of a proposed First Amendment to Agreement No. E-6975 with California Dining Services, which is an administrative activity. Therefore, the Director of Environmental Management has determined that the proposed action is administratively exempt from the requirements of CEQA in accordance with Article II Section 2(f) of the Los Angeles City CEQA Guidelines.

FINANCIAL IMPACT:

Approval of the First Amendment to Agreement No. E-6975 will extend the term of the existing one-year contract by an additional two years, for a total term of three years. In addition, the amendment will increase the contract amount by \$265,800 to cover the additional two years of expenses, for a total contract amount of \$398,700. Funds in the amount of \$121,825 have been proposed for inclusion within the Waterfront and Commercial Real Estate Division's Fiscal Year 2019/20 budget within Account 54290 (Misc. Professional Sources), Center 0429, Program 000, pending Board approval. Future fiscal year funding will be requested as part of the annual budget adoption process.

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CITY ATTORNEY:

The office of the City Attorney has received and approved as to form and legality the proposed amendment.

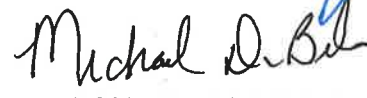
TRANSMITTALS:

1. Proposal Rating Matrix
2. First Amendment to Agreement E-6975



MICHAEL J. GALVIN
Director of Waterfront & Commercial Real Estate

FIS Approval: MB
CA Approval: MB



MICHAEL DiBERNARDO
Deputy Executive Director

APPROVED:



EUGENE D. SEROKA FOR

EUGENE D. SEROKA
Executive Director

HM:MD:MG:VD:MC:ds
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