



**THE PORT  
OF LOS ANGELES**

Executive Director's  
Report to the  
Board of Harbor Commissioners

**DATE: FEBRUARY 19, 2019**

**FROM: COMMUNITY RELATIONS**

**SUBJECT: RESOLUTION NO. \_\_\_\_\_ - APPROVAL OF AGREEMENTS FOR PROFESSIONAL PHOTOGRAPHY SERVICES AMONG THE CITY OF LOS ANGELES HARBOR DEPARTMENT AND CHRIS VALLE PHOTOGRAPHY, NICK SOUZA PHOTOGRAPHY, INC., AND TASO PAPADAKIS PHOTOGRAPHY**

**SUMMARY:**

Staff requests that the Board of Harbor Commissioners (Board) approve agreements with Chris Valle Photography, Nick Souza Photography, Inc., and Taso Photography for professional photography services for on-call, on-site photography for events and other matters involving the City of Los Angeles Harbor Department (Harbor Department).

The total sum of the three proposed agreements shall be from a pool of funds established by the Harbor Department that will not exceed \$75,000 for three years. The Harbor Department is financially responsible for payment of expenses incurred under the proposed agreements.

**RECOMMENDATION:**

It is recommended that the Board of Harbor Commissioners:

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 three agreements for a term of three years for a sum not-to-exceed \$75,000 for three years;
3. Authorize the Executive Director to execute and the Board Secretary to attest to the agreements for and on behalf of the Board; and
4. Adopt Resolution No. \_\_\_\_\_.

**DISCUSSION:**

Background – The Harbor Department has a periodic need of professional photography services for photo and video documentation of events; engineering and construction project progress; crane and ship first arrivals; as well as aerial photos of the Port complex. These photos and videos serve a variety of documentation functions – from press releases and social media posts, to engineering and construction files and archives. On

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occasion, a professional photographer or videographer may be required to assist staff, or when specialized expertise is required.

Selection Process – The As-Needed Photography Services Request for Proposals (RFP) was released on October 12, 2018 and posted on the Port of Los Angeles website and Los Angeles Business Virtual Network (LABAVN). The Harbor Department received nine proposals by the November 1, 2018 deadline.

A selection committee consisting of two Harbor Department staff members and one staff member from the Department of Recreation and Parks reviewed the proposals. After a complete review, staff recommends that the Board award agreements to the following top three firms:

- Chris Valle Photography (Transmittal 1)
- Nick Souza Photography, Inc. (Transmittal 2)
- Taso Papadakis Photography (Transmittal 3)

**ENVIRONMENTAL ASSESSMENT:**

The proposed action is the approval of three agreements for on-call photography services for a term of three years, 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 proposed three-year agreements with Chris Valle Photography, Nick Souza Photography, Inc., and Taso Papadakis Photography authorizes a total aggregate amount of \$25,000 per year or the total not-to-exceed amount of \$75,000.

Funds in the amount of \$25,000 are available in the FY 2018/19 budget in Account 54290 (Misc. Professional Services), Center 0220, Program 000. The Harbor Department's financial commitments for the proposed agreements beyond the current fiscal year are contingent upon approval of funds by the Board as part of the annual budget adoption process. If future fiscal year funds are not appropriated by the Board for the work required by the proposed agreements, the agreements shall be terminated. However, such termination shall not relieve the parties of liability for any obligation previously incurred.

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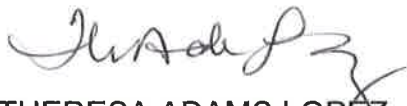
**CITY ATTORNEY:**

The Office of the City Attorney has prepared and approved the proposed agreements as to form and legality.

**TRANSMITTALS:**

1. Agreement with Chris Valle Photography
2. Agreement with Nick Souza Photography, Inc.
3. Agreement with Taso Papadakis Photography
4. Evaluation Summary

FIS Approval: MB  
CA Approval: JML



THERESA ADAMS LOPEZ  
Director of Community Relations



ARLEY BAKER  
Sr. Director of Communications



DAVID LIBATIQUÉ  
Deputy Executive Director

APPROVED:



EUGENE D. SEROKA  
Executive Director

JB  
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Board Meeting: March 7, 2019