

MINUTES

CITY OF LOS ANGELES
DEPARTMENT OF RECREATION AND PARKS
CONCESSION TASK FORCE ON REQUEST FOR PROPOSALS

Wednesday, January 3, 2007, 8:30 a.m.
Garland Building
1200 West 7th Street, Room 731
Los Angeles, CA. 90017

Members: Commission President Daniel Grunfeld
Commission Member Candy Spelling

Staff: Robert Jensen, Executive Officer
Jim Combs, Assistant General Manager
Mark Brown, Sr. Assistant City Attorney
Faith Mok, Financial Officer
Regina Adams, Chief Management Analyst
James Ward, Golf Manager
Robert Morales, Administrative Resources Manager
Michael Honan, Concessions Manager
Stanley Woo, Concessions Analyst

AGENDA ITEMS COVERED

I. APPROVAL OF MINUTES

Approvals of minutes were held until the next scheduled Concessions Task Force meeting due to a lack of a quorum.

II. OLD BUSINESS

A. Sepulveda Golf Professional Concession

Three of the four proposals received were determined non-compliant for the Good Faith Outreach Effort under Level I of the evaluation process.

Discussion of the issue and various options between the City Attorney and staff has generated instruction from the General Manager to request that the Board reject all existing proposals and redo the RFP. The matter will be taken to the Board during the 01/17/07 meeting.

Staff stated that training to Concession Staff in compliance document review and a more detailed explanation of requirements to comply with the Good Faith Outreach Effort would be provided at the respective pre-bid conference.

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The Board inquired as to whether the issue was time sensitive. Staff explained that the public is anticipating improvements for the driving range but turn around for new RFP's would be relatively short. An estimated time of three-months to release an RFP was given by staff.

B. Electric Golf Cart Rental Concession

All three proposals received were determined non-compliant for the Good Faith Outreach Effort under Level I of the evaluation process.

Discussion of the issue and various options between the City Attorney and staff has generated instruction from the General Manager to request that the Board reject all existing proposals and redo the RFP. The matter will be taken to the Board during the 01/17/07 meeting.

C. Request for Proposals and Contract Execution Process Presentation

The draft presentation will be reviewed by the Task Force members, staff and the City Attorney on 01/17/07.

III. NEW BUSINESS

No new business at this time.

IV. FUTURE AGENDA ITEMS

No requests made.

V. PUBLIC COMMENT

- Comments made by Michael Bermbach of Ready Golf opposing the rejection of the Sepulveda Golf Complex Professional Concession proposals.
- Craig Kessler inquired as to whether staff will be presenting the process of the Good Faith Outreach at the pre-bid meeting and if all of the Golf proposals submitted were non-responsive.

VI. NEXT MEETING - Wednesday, January 17th, 2007. Lincoln Heights Senior Citizen Center / 2323 Workman Street, Los Angeles, CA. 90031

VII. ADJOURNMENT