

ADMINISTRATIVE EXEMPTION and TRADE, COMMERCE, AND TOURISM COMMITTEE REPORT relative to the proposed contract with Empire Chemical Company, Inc. dba Empire Cleaning Supply for custodial plastic and latex products for Los Angeles World Airports (LAWA).

Recommendations for Council action:

1. ADOPT the determination by the Board of Airport Commissioners (Board) that the proposed action is exempt under the California Environmental Quality Act (CEQA) as provided in Article II Section 2(f) of the Los Angeles City CEQA Guidelines.
2. APPROVE the contract between the City of Los Angeles and Empire Chemical Company, Inc. dba Empire Cleaning Supply.
3. CONCUR with the Board's action of August 20, 2013 by Resolution No. 25229 authorizing the Executive Director to execute the contract with Empire Chemical Company, Inc. dba Empire Cleaning Supply for custodial plastic and latex products for Los Angeles World Airports.

Fiscal Impact Statement: The City Administrative Officer (CAO) reports that approval of the proposed contract will have no impact on the City's General Fund or the Department's capital improvements budget. Funding for this contract is available in the Department's 2013-14 Operating Budget in multiple Los Angeles International Airport, Los Angeles/Ontario International Airport, and Van Nuys Airport Cost Centers. Funding for subsequent years will be requested as part of the Department's annual budget process. This project complies with the Department of Airports' adopted Financial Policies.

Community Impact Statement: None submitted.

TIME LIMIT FILE - OCTOBER 28, 2013

(LAST DAY FOR COUNCIL ACTION – OCTOBER 25, 2013)

SUMMARY

At a regular meeting held on September 10, 2013, your Trade, Commerce and Tourism Committee considered a LAWA transmittal relative to a contract to Empire Chemical Company, Inc, dba Empire Cleaning Supply for three years, with one two-year option (for a total of five years), for the purchase of custodial plastic and latex products in support of the Department's custodial supplies and maintenance program at the Los Angeles International Airport, Los Angeles/Ontario International Airport, and Van Nuys Airport. The CAO reports that the not-to-exceed expenditure limit for the first three years is \$1,246,045 with an additional \$960,285 proposed for the two-year option bringing the total for five years to a not-to-exceed amount of \$2,206,330.

Selected through a competitive process in May 2013 where the lowest responsive and responsible bidders were selected in each of four categories—miscellaneous cleaning products, paper products, cleaners and degreasers, and custodial plastic and latex products—Empire was determined to be the lowest responsive and responsible bidder in the custodial plastic and latex products category.

An opportunity for public comment was held. After a brief discussion, the Committee moved to approve the recommendations contained in the transmittal. This matter is now forwarded to the Council for its consideration.

Respectfully Submitted,

TRADE, COMMERCE, AND TOURISM COMMITTEE

<u>MEMBER</u>	<u>VOTE</u>
LABONGE:	YES
BUSCAINO:	YES
BONIN:	ABSENT

-NOT OFFICIAL UNTIL COUNCIL ACTS-