

ARTS, ENTERTAINMENT, PARKS AND RIVER COMMITTEE REPORT relative to the Request for Proposals for concessions at the Los Angeles Zoo.

Recommendations for Council action:

1. **AUTHORIZE** the Greater Los Angeles Zoo Association (GLAZA) to release the Request for Proposal (RFP) attached to Council file No. 14-0600-S223.
2. **INSTRUCT** the GLAZA to:
 - a. Complete the selection process and transmit the selection of a proposed concessionaire to the City Council for approval prior to February 17, 2019.
 - b. Report to the Arts, Entertainment, Parks and River Committee on the status of the selection process at the first Committee meeting of every month.
 - c. Coordinate with one or more City representative(s) with experience in the management of concessions within a department (e.g., El Pueblo de Los Angeles Historical Monument, the Department of Recreation and Parks, or Los Angeles World Airports) to select one or more of these individuals to participate in the selection process as a member of the evaluation committee.
3. **AUTHORIZE** the Information Technology Agency (ITA) to provide GLAZA with access to the Los Angeles Business Assistance Virtual Network (LABAVN) in order to facilitate the issuance and management of the RFP process.
4. **REQUEST** the ITA to provide technical assistance to GLAZA concerning the use of LABAVN.
5. **REQUEST** the Bureau of Contract Administration to provide technical assistance to GLAZA on the City's Contract Compliance Procedures.
6. **AUTHORIZE** inclusion of the draft Concession Services Agreement as an attachment to the RFP.
7. **AUTHORIZE** the Offices of the Chief Legislative Analyst (CLA) and the City Administrative Officer (CAO) to make technical, non-material changes to the proposed RFP document and draft Concession Services Agreement as necessary in order to implement the recommendations in the October 16, 2018 CAO and CLA joint report, attached to the Council file.
8. **INSTRUCT** the Zoo Department and GLAZA with assistance from the CLA, CAO, and the City Attorney to negotiate a new Concessions Agreement between GLAZA and the City and present that agreement to the Council for approval concurrent with the selection of a new concessions operator.

Fiscal Impact Statement: The CAO and the CLA report that there is no projected impact from

the recommendations contained within the joint report. The recommendations included in the report are consistent with the City's Financial Policies, as on-going expenditures will be fully supported by on-going revenues. The revenues generated from concessions in 2017-18 totaled approximately \$12 million and \$1.8 million in commissions was paid to the Zoo Enterprise Trust Fund under the terms of the 1981 Concessions Agreement. The Proposed RFP includes the requirement of a \$1.7 million Minimum Annual Guarantee from the successful proposer. Revenues from concessions are likely to increase after the conclusion of the RFP process and the selection of a new concessionaire.

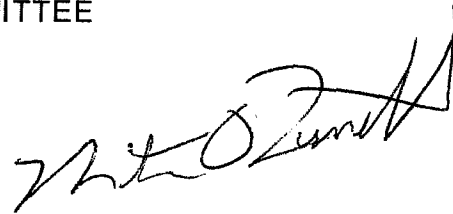
Community Impact Statement: None submitted.

Summary:

At the meeting held on October 24, 2018, your Arts, Entertainment, Parks and River Committee considered an October 16, 2018 joint CAO and CLA report relative to the Request for Proposals for concessions at the Los Angeles Zoo. After an opportunity for public comment was held, the Committee moved to approve the recommendations contained in the October 16, 2018 joint CAO and CLA report. This matter is now forwarded to the Council for its consideration.

Respectfully Submitted,

ARTS, ENTERTAINMENT, PARKS AND RIVER COMMITTEE



MEMBER	VOTE
O'FARRELL:	YES
RYU:	YES
PRICE:	ABSENT

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-NOT OFFICIAL UNTIL COUNCIL ACTS-