

ADMINISTRATIVE EXEMPTION and TRADE, TRAVEL, AND TOURISM COMMITTEE REPORT relative to the First Amendment to the Los Angeles World Airports (LAWA) Contract DA-5191 with US Bank National Association dba Voyager Fleet Systems, Inc. to extend the term, and increase contract authority for fleet fuel card services at Los Angeles International Airport (LAX).

Recommendations for Council action:

1. ADOPT the determination by the Board of Airport Commissioners that the proposed action is administratively exempt from the California Environmental Quality Act (CEQA) pursuant to Article II, Section 2(f) of the Los Angeles City CEQA Guidelines.
2. APPROVE the proposed First Amendment to Contract DA-5191 with US Bank National Association dba Voyager Fleet Systems, Inc., using the State of Washington's Commercial Card Solutions competitive purchasing agreement, to extend the term to December 31, 2020, in order to continue the provision of vehicle fuel cards for the Department's fleet and rideshare vehicles and increase the contract authority by \$42,365 for a total not-to-exceed amount of \$1,442,365, subject to compliance with the City's Standard Provisions for Contracting, including the Living Wage and Service Contractor Worker Retention Ordinances, Affirmative Action Program, Child Support Obligations Ordinance, Contractor Responsibility Program, the Bidder Contributions City Ethics Commission Form 55 provisions, and City Attorney approval as to form.
3. CONCUR with the action taken by the Board of Airport Commissioners on June 18, 2020, by Resolution No. 27040, authorizing the Chief Executive Officer, or designee, of LAWA to execute said First Amendment to Contract DA-5191 with US Bank National Association dba Voyager Fleet Systems, Inc.

Fiscal Impact Statement: The City Administrative Officer reports that approval to execute the First Amendment with U.S. Bank National Association dba Voyager Fleet Systems, Inc., using the State of Washington's Commercial Card Solutions competitive purchasing agreement, to continue the provision of fleet and rideshare vehicle fuel cards for offsite fueling will have no impact on the City's General Fund. Funding for the term extension to December 31, 2020, and increase to the contract's expenditure authority of \$42,365 is available in the Department's Fiscal Year 2020-21 Operating Budget in various LAX and VNY cost centers. Future years' funding will be requested as part of the annual budget process. All costs will be recovered through landing fees, terminal rates and charges, and non-aeronautical revenues (e.g., concessions, parking lot revenue, etc.). This project complies with the Department of Airports' adopted Financial Policies.

Community Impact Statement: None submitted.

TIME LIMIT FILE – AUGUST 31, 2020

(LAST DAY FOR COUNCIL ACTION – AUGUST 28 2020)

Summary:

At the meeting held on August 13, 2020, your Trade, Travel, and Tourism Committee considered the June 24, 2020, City Administrative Officer report, June 24, 2020 Board of Airport Commissioners transmittal, and Resolution, relative to Contract DA-5191 with US Bank National Association dba Voyager Fleet Systems, Inc. to extend the term through December 31, 2020. The reports attached to the Council file, includes background on the matter.

After an opportunity for public comment was held, the Committee moved to approved the recommendations reflected above. This matter is now forwarded to the City Council for its consideration.

Respectfully Submitted,

TRADE, TRAVEL, AND TOURISM COMMITTEE

MEMBER VOTE

BUSCAINO: YES

BONIN: YES

KREKORIAN: YES

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-NOT OFFICIAL UNTIL COUNCIL ACTS-