

REPORT OF GENERAL MANAGER

NO. 04-186

DATE June 4, 2004

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BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: RELEASE OF PROPOSAL DEPOSITS FROM UNSUCCESSFUL PROPOSERS HELD UNDER THE REQUEST FOR PROPOSALS PROCESS FOR THE OPERATION OF THE FOOD SERVICE CONCESSION AT LOS FELIZ AND ROOSEVELT GOLF COURSES

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H. Fujita \_\_\_\_\_

J. Kolb \_\_\_\_\_  
F. Mok \_\_\_\_\_  
\*G. Stigile 

  
General Manager

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATION:

That the Board direct the Board Secretary to release of the proposal deposits received from Campus Services, Inc., Monterey Concessions Group, and NDK Foods, Inc., held in accordance with the Request for Proposals (RFP) conducted for the Los Feliz and Roosevelt Golf Restaurant Concession Operation.

SUMMARY:

An RFP for a new five-year agreement to operate the food service concessions at Los Feliz and Roosevelt Golf Courses was approved by the Board on February 19, 2003. Four responsive proposals were received on September 2, 2003, and the Board awarded the agreement to EatZ Café, Inc. on February 18, 2004.

The RFP required that each proposal include a Fourteen Thousand Dollar (\$14,000) proposal deposit as a guarantee that the proposer would enter into the concession agreement for the subject concession. The proposal deposit of the successful proposer would be released upon receipt of the required performance bond, evidence of insurance, and execution of the concession agreement. The deposits from the unsuccessful proposers would be returned only upon execution of the new agreement, so that if the awarded proposer was unable to enter into an agreement and another of the

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proposers was selected, their proposal and bond would remain viable.

Due to a lengthy evaluation and review period, the Department has now held these proposal bonds for nine (9) months, and execution may take up to an additional 60 days pending City Council review, placing an undue financial burden on the unsuccessful proposers.

Staff recommends release of the bonds to the three unsuccessful proposers. To insure execution of the agreement, the proposal deposit for the successful proposer, Eatz Café, Inc. will be released according to the terms of the RFP referenced above. At this time, the awarded proposer is operating the locations on an interim permit agreement, and staff has no reason to believe we are at risk in executing the agreement.

Report prepared by Michael Honan, Administrative Resources Division