



County Of Santa Cruz

GENERAL SERVICES DEPARTMENT

701 OCEAN STREET, SUITE 330, SANTA CRUZ, CA 95060-4073

(831) 4542210 FAX: (831) 454-2710 TDD: (831) 4542123

BOBWATSON, DIRECTOR

December 28, 2001

Agenda: January 15, 2002

Board of Supervisors
County of Santa Cruz
701 Ocean Street
Santa Cruz, CA 95060

Contract Amendment for Interim Cafeteria Services

Dear Members of the Board:

On September 25, 2001, your Board authorized the General Services Director, with the concurrence of the Auditor-Controller and County Counsel, to enter into a six month contract with Michael Clark, a local food services contractor, for the management and operation of the Government Center Cafeteria. Additionally, your Board directed the General Services Department to return at this time with a Request for Proposals (RFP) to select a long term operator of the cafeteria.

In our earlier report to your Board, staff anticipated that the interim period would provide sufficient time to gather financial data on the operation of the cafeteria and to perform necessary improvements to ensure the safe administration and operation of this program. However, additional time is needed to gather sufficient data and information in order to develop a RFP that will provide prospective bidders with a clear understanding of the cafeteria's operational requirements and potential. We have discussed this matter with Mr. Clark, who has agreed to an extension of his current agreement with the County for a three month period through June 30, 2002. All other contract provisions will remain the same. General Services will continue to work on preparing an RFP for issuance in early April for a long term agreement for the management of the Government Center cafeteria.

It is therefore RECOMMENDED that your Board:

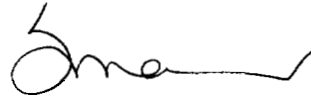
1. Approve the attached contract amendment with Michael Clark extending his services for the management of the Government Center Cafeteria to June 30, 2002; and
2. Direct the General Services Department to return on or before April 9, 2002 with a Request for Proposal for contracting for long-term cafeteria management services.

Very truly yours,

RECOMMENDED:



Bob Watson
Director



Susan A. Mauriello
County Administrative Officer

BW/NCG

Attachments: Contract Amendment
ADM-29

cc: Auditor-Controller
County Counsel
Risk Management
Michael Clark

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AMENDMENT TO AGREEMENT

The parties hereto agree to amend that certain Agreement dated September 29, 2001, by and between the COUNTY OF SANTA CRUZ and Michael R. Clark, by extending the ending date of the contract from March 31,2002 to June 30,2002.

All other provisions of said Agreement shall remain the same.

CONTRACTOR – Michael Clark

COUNTY OF SANTA CRUZ

By: Michael R. Clark
Date: 12/31/01

By: _____
Bob Watson

APPROVED AS TO FORM:

APPROVED AS TO INSURANCE:

Camela Fyfe
County Counsel

Janet McKinley 12-28-2001
Risk Management

DISTRIBUTION:

- Department of General Services
- Auditor-Controller
- County Counsel
- Michael R. Clark

**COUNTY OF SANTA CRUZ
REQUEST FOR APPROVAL OF AGREEMENT**

0044

TO: Board of Supervisors
County Administrative Office
Auditor Controller

FROM: General Services (Department)

BY: [Signature] (Signature) 12-28-01 (Date)

Signature certifies that appropriations/revenues are available

AGREEMENT TYPE (Check One) Expenditure Agreement Revenue Agreement

The Board of Supervisors is hereby requested to approve the attached agreement and authorize the execution of same.

1. Said agreement is between the County of Santa Cruz (Department/Agency)
aid Michael R. Clark (Name/Address)

2. The agreement will provide management and operation at the County's cafeteria.

3. Period of the agreement is from September 29, 2001 to June 30, 2002

4. Anticipated Cost is \$ no change Fixed Monthly Rate Annual Rate Not to Exceed

Remarks: extend end date to June 30, 2002

5. Detail: On Continuing Agreements List for FY _____ Page CC-_____ Contract No: 12622 OR 1st Time Agreement
 Section II No Board letter required, will be listed under Item 8
 Section III Board letter required
 Section IV Revenue Agreement

6. Appropriations/Revenues are available and are budgeted in 137020 (Index) 3665 (Sub object)

NOTE: IF APPROPRIATIONS ARE INSUFFICIENT, ATTACHED COMPLETED AUD-74 OR AUD-60

Appropriations ~~are available and~~ ~~are not~~ ~~will be~~ ~~encumbered.~~ Contract No: 12622
 By: Renee Lomison Auditor-Controller Deputy Date: 2/28/02

Proposal and accounting detail reviewed and approved. It is recommended that the Board of Supervisors approve the agreement and authorize GSD (Dept/Agency Head) to execute on behalf of the County (Department/Agency)

Date: 12-20-01 By: Susan Peahmen County Administrative Office

Distribution:
 Board of Supervisors - White State of California
 Auditor Controller - Canary County of Santa Cruz
 Auditor-Controller - Pink I _____ ex-officio Clerk of the Board of Supervisors of the County of Santa Cruz,
 Department - Gold State of California, do hereby certify that the foregoing request for approval of agreement was approved by said Board of Supervisors as recommended by the County Administrative Office by an order duly entered in the minutes of said Board on _____ 20__

ADM - 29 (8/01)
 Title I, Section 300 Proc Man By: Deputy Clerk

AUDITOR-CONTROLLER USE ONLY

CO	\$					
Document No.	JE Amount	Lines	H/TL	Keyed By	Date	
TC110	\$					
Auditor Description	Amount	Index	Sub object	User Code		

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