

ADMINISTRATIVE EXEMPTION and TRADE, TRAVEL, AND TOURISM COMMITTEE REPORT relative to the Second Amendment to Los Angeles World Airports (LAWA) Contract with Birdi and Associates, Inc., for ongoing technical support and maintenance services for LAWA's Credentialing System.

Recommendations for Council action:

1. ADOPT the determination by the Board of Airport Commissioners that the proposed action is administratively exempt under the California Environmental Quality Act (CEQA) in accordance with Article II, Section 2.f of the Los Angeles City CEQA Guidelines.
2. APPROVE the Second Amendment to LAWA Contract DA-5143 with Birdi and Associates, Inc., to extend the term by one year and increase the contract authority by \$595,993, for new total not to exceed \$3,177,393, for ongoing technical support and maintenance services for LAWA's Credentialing System.
3. CONCUR with the action taken by the Board of Airport Commissioners on August 1, 2019, by Resolution No. 26820, authorizing the Chief Executive Officer, LAWA, to execute the Second Amendment to DA-5143 with Birdi and Associates, Inc.

Fiscal Impact Statement: The City Administrative Officer (CAO) reports that this action will not impact the General Fund. The proposed Second Amendment will extend the contract term by one year, to November 30, 2020, and increase the contract authority by \$595,993 for a total amount not-to-exceed \$3,177,393. Funding for the proposed Second Amendment has been requested in the Fiscal Year 2019-20 LAWA Operating Budget in LAX Cost Center No. 1170072 - IT Public Safety and Security, Commitment Item No. 520 - Contractual Services and Commitment Item No. 522 - Materials and Supplies, or may be provided through Board of Airport Commissioners approved Work Breakdown Structure Elements as required. Funding for subsequent years will be requested as part of the annual budget process. This project complies with LAWA's adopted financial policies.

Community Impact Statement: None submitted.

TIME LIMIT FILE – OCTOBER 8, 2019

(LAST DAY FOR COUNCIL ACTION – OCTOBER 8, 2019)

SUMMARY

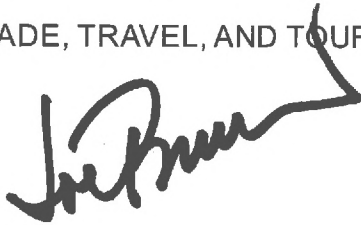
In a report to the Mayor dated August 28, 2019, the CAO discusses the Second Amendment of LAWA's contracts with Birdi and Associates, Inc. In 2016, the Board of Airport Commissioners approved a contract with Birdi for technical support and maintenance services for the Credentialing System at Los Angeles International Airport (LAX) which annually provides credentials (badges) to approximately 50,000 LAWA employees and contractors working at LAX. The Second Amendment continues Birdi's ongoing maintenance, technical support, and as-needed minor modifications of the existing Credentialing System, even while a new system is installed.

On August 1, 2019, the Board of Airport Commissioners approved LAWA's request. The CAO concurs with this action.

At its meeting held September 3, 2019, the Trade, Travel, and Tourism Committee recommended that Council approve the proposed contract amendment, as recommended by the Board of Airport Commissioners and the CAO.

Respectfully Submitted,

TRADE, TRAVEL, AND TOURISM COMMITTEE



<u>MEMBER</u>	<u>VOTE</u>
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BUSCAINO:	YES
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BONIN:	YES
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KREKORIAN:	ABSENT
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-NOT OFFICIAL UNTIL COUNCIL ACTS-