AGENDA
BOARD OF LIBRARY COMMISSIONERS
CITY OF LOS ANGELES
TUESDAY, MARCH 17, 2015

CENTRAL LIBRARY
BOARD ROOM, 4th FLOOR
630 W. 5TH STREET
LOS ANGELES, CA 90071

TIME: 11:00 A.M.

AGENDA: In compliance with Government Code Section 54957.5, you may view the agenda and all available documents related at the Central Library’s Information Desk or via the Internet at: http://www.lapl.org/about/blc_docs.html.

RULES OF DECORUM: Persons addressing the Commission shall not make impertinent, slanderous or profane remarks to the Commission, any member of the Commission, staff or general public, nor utter loud, threatening, personal or abusive language, nor engage in any other disorderly conduct that disrupts or disturbs the orderly conduct of any Commission Meeting and prevents the Commission from carrying out its public business. At the discretion of the Commission President or upon a majority vote of the Commission, the Commission President may order removed from the Commission meeting place any person who fails to observe the rules of decorum. Any person who has been ordered removed from a meeting may be charged with a violation of Penal Code Section 403, or other appropriate Penal Code or Los Angeles Municipal Code sections.

1. ROLL CALL

2. APPROVAL OF MINUTES: Regular Meeting – February 26, 2015

3. PRESENTATION OF RETIREMENT RESOLUTION

4. PUBLIC COMMENTS ON MATTERS WITHIN THE BOARD’S JURISDICTION

(In accordance with Board Policy, a total of 15 minutes shall be allocated for public comment not to exceed three (3) minutes per speaker. Items arising during the public comment portion of the meeting shall be referred by the President to the staff or Board Committee for appropriate action or report back thereon to the Board.)

5. CITY LIBRARIAN’S COMMENTS AND ANNOUNCEMENTS

6. CITY LIBRARIAN’S REPORTS

CONSENT CALENDAR

(Commissioners who wish to discuss particular items should ask that such items be called as Special. The remaining items will be subject to a single vote.)

a. RECOMMENDATION TO APPROVE AMENDMENT TO CONTRACT NO. 736 WITH WHITE SYSTEMS FOR THE MAINTENANCE OF THE COMPACT SHELVING AT THE CENTRAL LIBRARY (EXHIBIT “A”)
b. RECOMMENDATION TO APPROVE AWARD OF CONTRACT FOR WIRELESS NETWORK EQUIPMENT AND RELATED SERVICES TO GOLDEN STAR TECHNOLOGY, INC. (EXHIBIT "B")

7. VARIOUS COMMUNICATIONS: NONE

8. COMMISSIONERS' COMMENTS, ANNOUNCEMENTS AND REVIEW OF MATTERS PENDING

9. ADJOURNMENT

NEXT BOARD MEETING NOTICE

THE NEXT BOARD MEETING IS SCHEDULED FOR THURSDAY, MARCH 26, 2015 AT THE ASCOT BRANCH LIBRARY, 120 WEST FLORENCE AVENUE LOS ANGELES, CA 90003, CONVENING AT 11:00 A.M.

FINALIZATION OF BOARD ACTIONS - CHARTER SECTION 245: In accordance with Charter Section 245, actions of the Board of Library Commissioners shall become final at the expiration of the next five (5) meeting days of the City Council during which the Council has convened in regular session.

PARKING: Reduced parking rate validation can be obtained by showing your library card at the Information Desk, and is only valid for parking on the Westlawn Garage at 524 S. Flower Street. The Westlawn Garage is not owned or operated by the Library Department. Additional information is available at www.lapl.org.

Title II of the American with Disabilities Act: The City of Los Angeles does not discriminate on the basis of disability and upon request will provide reasonable accommodations to ensure equal access to its programs, services, and activities. To ensure availability, you are advised to make your request at least 72 hours prior to the meeting/event you wish to attend. For additional information, please contact the Board Office at (213) 228-7330.

POSTED 3/12/15

FOR INFORMATION CONTACT: LIBRARY COMMISSION OFFICE (213) 228-7530
TO:       Board of Library Commissioners  
FROM:    John F. Szabo, City Librarian  
SUBJECT: RECOMMENDED APPROVAL OF AMENDMENT TO CONTRACT NO. 736 WITH WHITE SYSTEMS FOR THE MAINTENANCE OF THE COMPACT SHELVING AT CENTRAL LIBRARY  
RECOMMENDATIONS:  
THAT The Board of Library Commissioners adopt the following resolutions:  

RESOLVED, That the Board of Library Commissioners (BOLC) determines that White Systems, Inc., continues to provide the maintenance of the compact shelving at Central Library; and  

FURTHER RESOLVED, That the BOLC approves Amendment No. 4 to Supplemental No. 1 to Contract No. 736 with White Systems, Inc., in order to extend the term of the contract to June 13, 2016, pursuant to the provisions of City of Los Angeles Administrative Code Section 10.5 (b) 2; and  

FURTHER RESOLVED, That the BOLC find that the City’s Personnel Department previously determined that City employees do not have the expertise to perform the work required and the Library Human Resources concurs with the previous findings; and  

FURTHER RESOLVED, That the City Librarian and the City Attorney be authorized to make minor technical changes to the amendment to Contract No. 736 prior to execution; and  

FURTHER RESOLVED, That the President of the Board of Library Commissioners be authorized to execute the amendment to Contract No. 736.  

FINDINGS:  

1. On August 4, 2005, the Board of Library Commissioners approved the issuance of a Request for Bids (RFB) for the maintenance of the compact shelving at Central Library. White Systems, Inc. was the only firm to respond to the Request for Bids.  

2. On October 6, 2005, the Board of Library Commissioners approved the contract between the Library Department and White Systems, Inc. for the period June 14, 2006 through June 13, 2009.
3. On May 28, 2009, the Board of Library Commissioners approved Amendment No. 1 to the contract between the Library Department and White Systems Inc. to extend the term of the contract through June 13, 2010.

4. On March 25, 2010, the Board of Library Commissioners approved Amendment No. 2 to the contract between the Library Department and White Systems, Inc. to extend the term of the contract through June 13, 2011.

5. On July 7, 2011 the Board of Library Commissioners approved Supplemental Agreement No. 1 to the contract between the City of Los Angeles, Library Department and White Systems, Inc., to extend the term of the contract through June 13, 2012.

6. On January 26, 2012 the Board of Library Commissioners approved Amendment No. 1 to Supplemental Agreement No. 1 to the contract between the City of Los Angeles, Library Department and White Systems, Inc., to extend the term of the contract through June 13, 2013.

7. On February 14, 2013 the Board of Library Commissioners approved Amendment No. 2 to Supplemental Agreement No. 1 to the contract between the City of Los Angeles, Library Department and White Systems, Inc., to extend the term of the contract through June 13, 2014.

8. On February 27, 2014 the Board of Library Commissioners approved Amendment No. 3 to Supplemental Agreement No. 1 to the contract between the City of Los Angeles, Library Department and White Systems, Inc., to extend the term of the contract through June 13, 2015.

9. The compact shelving requires continuous service and maintenance to be efficient. White System is the sole provider of maintenance services for this brand and model of compact shelving.

10. The term of this amendment is for the one year period from June 14, 2015 through June 13, 2016.

11. Sufficient funds are available to provide maintenance services from the Library’s Contractual Services Account.

12. The Deputy City Attorney has reviewed the contract as to form and legality.

Prepared by: Eloisa Sarao, Assistant Business Manager

Reviewed by: Kris Morita, Assistant General Manager
AMENDMENT NO. 4 TO SUPPLEMENTAL AGREEMENT NO. 1

TO CONTRACT NO. 736

BETWEEN

THE CITY OF LOS ANGELES

AND

WHITE SYSTEMS, INC.

FOR THE MAINTENANCE OF THE COMPACT SHELVING AT CENTRAL LIBRARY

THIS AMENDMENT NO. 4 TO SUPPLEMENTAL AGREEMENT NO. 1 to Contract No. 736 (hereinafter referred to as the "Supplemental Agreement") is made and entered into by and between the City of Los Angeles, a municipal corporation, acting by and through its Board of Library Commissioners, (hereinafter referred to as Library) and White Systems (hereinafter referred to as Contractor).

WITNESSETH

WHEREAS, on August 4, 2005, the Board of Library Commissioners approved the issuance of a Request for Bids for the maintenance of the compact shelving at Central Library. White Systems, Inc., was the only firm to respond to the Request for Bids; and

WHEREAS, effective June 13, 2006, the Library and the Contractor have entered into Contract No. 736 to provide service to maintain the compact shelving at the Central Library; and

WHEREAS, pursuant to Administrative Code Sections 10.15 (a)(7) and 10.17, this agreement is exempt from competitive bidding and the Contractor is the sole provider of the maintenance services of this brand and model of compact shelving system; and

WHEREAS, on May 28, 2009, the Library amended Contract No. 736 to extend the period of performance to June 13, 2010; and

WHEREAS, on March 25, 2010, the Library amended Contract No. 736 to extend the period of performance to June 13, 2011; and

WHEREAS, on July 7, 2011, the Library amended Contract No. 736 to extend the period of performance to June 13, 2012; and

WHEREAS, on January 26, 2012 the Library amended Contract No. 736 to extend the period of performance to June 13, 2013; and

WHEREAS, on February 14, 2013 the Library amended Contract No. 736 to extend the period of performance to June 13, 2014; and
WHEREAS, on February 27, 2014 the Library amended Contract No. 736 to extend the period of performance to June 13, 2015; and

WHEREAS, the Library now desires to extend Contract No. 736 for a period of one year through June 13, 2016; and

NOW, THEREFORE, the parties hereby covenant and agree as follows:

1. Contract No. 736 is attached hereto as Exhibit 1 and incorporated herein by this reference. The terms and conditions of Contract No. 736 shall be the terms and conditions of this Supplemental Agreement, except as expressly modified herein.

2. Term: The term of this Supplemental Agreement shall be from June 13, 2006 through June 13, 2016.

The City’s obligation to make payments under this contract shall be limited to $127,136.00. If the City appropriates additional funds for this contract, the City payment obligations shall be expanded to the extent of such appropriation(s), subject to the terms and conditions of the contract.

3. Ratification Clause: Due to the need for Contractor’s services to be provided continuously on an ongoing basis, Contractor may have provided services prior to the execution of the Supplemental Agreement. To the extent that said services were performed in accordance with the terms and conditions of this Supplemental Agreement, those services are hereby ratified.

Except where expressly modified by this Supplemental Agreement, all other terms and conditions included in Contract No. 736 shall remain in full force and effect.
IN WITNESS THEREOF, the parties hereto have caused this Amendment No. 4 to Supplemental Agreement No. 1 to be executed by their respective, duly authorized representatives.

BOARD OF LIBRARY COMMISSIONERS

By: __________________________
    JOSEFA SALINAS
    President

Date __________________________

WHITE SYSTEMS, INC.

By: __________________________
    BRIAN URBAN
    President

Date __________________________

APPROVED AS TO FORM:

MICHAEL N. FEUER, City Attorney

By: __________________________
    BASIA JANKOWSKI
    Deputy City Attorney

Date __________________________

ATTEST:

By: __________________________
    RAQUEL BORDEN
    Executive Assistant

Date __________________________
TO: Board of Library Commissioners
FROM: John F. Szabo, City Librarian
SUBJECT: AWARD OF WIRELESS NETWORK EQUIPMENT AND RELATED SERVICES CONTRACT TO GOLDEN STAR TECHNOLOGY, INC.

RECOMMENDATION:

THAT The Board of Library Commissioners award a contract to Golden Star Technology, Inc. for the provision of wireless network equipment, software licenses, and related services for the purpose of applying for E-Rate Priority 2 funding, and;

FURTHER RESOLVED, That an independent contractor can perform the work set forth in this agreement more feasibly and economically than City staff, and;

FURTHER RESOLVED, That the City Librarian and the City Attorney be authorized to make technical changes to the agreement prior to execution, and;

FURTHER RESOLVED, That the President of the Board of Library Commissioners or designee is authorized to execute the contract.

FINDINGS:

BACKGROUND

1. On January 22, 2015, the Library Commission approved the issuance of a Request for Proposals (RFP) for Wireless Network Equipment and Related Services. The Los Angeles Public Library (LAPL) uses wireless access points to provide internet access to patrons using laptop, tablets, and mobile devices.

2. A mandatory, pre-proposal conference was held on February 11, 2015 to answer questions from potential proposers and discuss the RFP. Representatives from 17 firms attended the conference. The deadline to submit proposals was March 4, 2015.
3. Five proposals were received by the deadline March 4, 2015. Unfortunately, one of the firms submitting a proposal did not comply with the Business Inclusion Program (BIP) Outreach Process. Because the proposer did not perform the mandatory outreach, the proposal was considered non-responsive and was not evaluated.

4. In the RFP and at the pre-proposal conference it was stressed to all potential proposers that they must register at the Los Angeles Business Assistance Virtual Network (BAVN) at www.LABAVN.org to be considered a responsive proposer.

5. Staff from Information Technology Agency and Library conducted an extensive review of each of the four remaining proposals. The proposals were evaluated and rated based on the price of goods and services; service and support terms; summary of vendor's proposed equipment and installation plan as well as its area(s) of expertise and resource capabilities; relevant experience and qualifications of the proposer(s) to meet the needs of the LAPL.

6. According to the evaluation criteria, Golden Star Technology, Inc. was found to be the most responsive and responsible proposer.

7. It is recommended that Golden Star Technology, Inc. be awarded the contract.

8. The term of this Contract shall be for one (1) year with two (2) one-year renewal options. The initial term shall commence on July 1, 2015.

9. Funds for this contract are contingent upon funding approval from the School and Libraries Universal Service Administration Program through the Wireline Competition Bureau of the United States Federal Communication Commission.

10. GST is required to file the FCC Form 474, Service Provider Invoice (SPI) Form to USAC to directly receive the E-Rate Program reimbursement amount. GST is required to bill the Library for the remaining amount owed for equipment and services rendered. The anticipated expenditure for this agreement for the first year is approximately $280,827. Expenditures are limited based on E-Rate reimbursement.

11. The City Attorney staff has reviewed the contract as to form.

Prepared by: Eloisa Sarao, Assistant Business Manager
Reviewed by: Kris Morita, Assistant General Manager
CONTRACT BETWEEN
THE LOS ANGELES PUBLIC LIBRARY
AND
GOLDEN STAR TECHNOLOGY, INC.

This Contract is entered into by and between the City of Los Angeles, a municipal corporation, acting by and through its Board of Library Commissioners (hereinafter “Library”), and Golden Star Technology, Inc., (hereinafter “GST”), a California corporation.

WHEREAS, the Library desires to establish a contract for the provision of wireless network equipment, software licenses, and related services for the purpose of applying for E-Rate Priority 2 funding, and;

WHEREAS, the Schools and Libraries Program of the Universal Service Fund, administered by the Universal Administrative Company (USAC), commonly referred to as “E-Rate”, has made available discounts for high-speed broadband to enable libraries and schools to provide high-speed access to the Internet on mobile devices as well as desktops, and;

WHEREAS, the Board of Library Commissioners approved to issue a Request For Proposal (RFP) for Wireless Network Equipment and Related Services on January 22, 2015, and;

WHEREAS, the Library released the RFP for Wireless Network Equipment and Related Services on February 4, 2015, and;

WHEREAS, GST submitted a response to the RFP on March 4, 2015 and said response is attached hereto as Exhibit B and incorporated herein by reference as though fully set forth herein, and;

WHEREAS, it is deemed that the service of GST is both necessary and in the best interest of the Library, and;

WHEREAS, Library desires to contract with GST to provide wireless network equipment, software and licenses, labor to configure equipment, and to provide labor and materials for installation of new wiring and cables, and;

WHEREAS, funds are available to provide wireless equipment and related services from Library’s Fund, and;

NOW, THEREFORE, in consideration of the premises, and the mutual covenants and agreements herein contained, the parties hereto agree as follows:
1.0 SAID CONTRACT SHALL BE COMPOSED OF THE FOLLOWING DOCUMENTS WHICH SHALL BE MADE A PART HEREOF AS THOUGH FULLY SET FORTH HEREIN:

A. This Contract;
B. The RFP for Wireless Network Equipment and Related Services issued by the Library on February 4, 2015, hereinafter Exhibit A;
C. GST’s response to the RFP for Wireless Network Equipment and Related Services (hereinafter Exhibit B);
D. Standard Provisions for City Personnel Services Contracts, Rev. 03/09 (Exhibit C); and,
E. Evidence of Insurance (Exhibit D).

All of which are on file in the Office of the Board of Library Commissioners, and each of the parties hereto agree to carry out and fully perform each and all of the provisions of said documents which are required of it to be performed.

2.0 ORDER OF PRECEDENCE OF CONTRACT DOCUMENTS

This Contract contains the full and complete Contract between the parties. No verbal agreement or conversation with any officer or employee of either party shall affect or modify any of the terms and conditions of this Contract. Resolution of any conflicting provisions in the documents constituting this Contract shall be resolved by considering the documents according to the following order of precedence:

A. The Contract except for Exhibits A and B identified in Section 1.0 of this Contract.
B. The RFP for Wireless Network Equipment and Related Services (Exhibit A).
C. GST’s response to the RFP for Wireless Network Equipment and Related Services (Exhibit B).
D. Standard Provisions for Personal Services Contracts, Rev 03/09 (Exhibit C).
E. Evidence of Insurance (Exhibit D).
3.0 SCOPE OF WORK

A. GST will provide wireless network equipment including hardware, software, licenses, and maintenance as specified on Section 2 of the RFP (Exhibit A) and Attachment 1- Proposal Response proposed by GST (page 24, Exhibit B).

B. GST will provide labor and materials to install and configure devices at branch locations identified by Library Staff.

C. GST will provide labor and materials required for installing new wires and cables at branch locations identified by Library Staff.

D. GST agrees to be a fully authorized and properly certified E-Rate Service Provider and will submit FCC Form 474, the Service Provider Invoice (SPI) Form, to USAC for providing discounted bills to the Library and want to be reimbursed for the discount amount. GST agrees to maintain certification throughout the term of this Contract. GST will submit a valid Service Provider Identification Number ("SPIN") and a valid Federal Communications Commission Registration Number ("FCCRN") prior to the commencement of any work.

E. GST understands that this is a Federal Program and agrees to maintain all documentation and to submit all documents in a timely manner. GST agrees to fully cooperate in any and all audits by the Federal Government and the City of Los Angeles.

4.0 INDEMNIFICATION AND INSURANCE REQUIREMENTS

The insurance and indemnification provisions as required by the RFP shall be provided as Exhibit D of this Contract, and as applicable by the Standard Provisions for City Personal Services Contracts, Rev 03/09.

5.0 TERM OF CONTRACT

The term of this Contract shall be for one (1) year with two (2) one-year renewal options. The initial term shall commence on July 1, 2015. This Contract shall be subject to termination by Library if E-Rate is not funded for these services in the ensuing fiscal year, commencing July 1, 2015. Library acknowledges that GST will not begin provision and installation of any equipment or otherwise incur costs unless and until the Library receives E-Rate funding and notifies GST thereof in writing.

6.0 COMPENSATION AND METHOD OF PAYMENT

The total value of this contract shall not exceed $6,000,000.00 (Six Million and No/100 Dollars) including E-Rate program reimbursement and Library expenditure. GST is required to file the FCC Form 474, Service Provider Invoice
(SPI) Form to USAC to directly receive the E-Rate Program reimbursement amount. GST is required to bill the Library for the difference remaining owed under this contract.

The Library's obligation to make payments under this contract shall be limited to the current appropriation(s) for this Contract. If the Library appropriates additional funds for this contract, the Library payment obligations shall be expanded to the extent of such appropriation(s), subject to the terms and conditions of the contract. GST shall not provide any services, goods, or equipment, and the Library shall not pay for any services, goods, or equipment provided, in excess of the funds appropriated by the Library for this Contract.

GST further understands and agrees that execution of this Contract does not guarantee that any or all funds will be expended.

7.0 BILLING AND INVOICES

A. The Schools and Libraries Program of the Universal Service Fund, commonly known as "E-Rate," is administered by the Universal Service Administrative Company (USAC) under the direction of the Federal Communications Commission (FCC), and provides discounts to assist schools and libraries in the United States to obtain affordable telecommunications services. GST must provide the Library with invoicing method#2 as prescribed by the "E-Rate" program, including completing and submitting the Service Provider Invoice (SPI) (FCC Form 474) with USAC and only invoice the Library for the non-discounted amount.

B. To ensure that services provided under personal services contracts are measured against services as detailed in the contract, the Controller of the City of Los Angeles has developed policy requiring that specific supporting documentation be submitted with invoices. GST is required to submit invoices that conform to City Standards and include, at a minimum the following information:

i. Name and address of Vendor (GST)

ii. Name and address of City Department being billed.

iii. Date of invoice and service period covered.

iv. Contract number or authority number.

v. Description of service.

vi. Signature of a duly authorized officer.
C. GST shall comply with the invoicing method #2 requirements as described on the www.usac.org website for E-Rate eligible equipment and/or services and shall assist the Library with all invoicing requirements, including the completion and submission of Form 471. GST shall bear the burden of the federal portion of costs (E-Rate program reimbursement) while the project proceeds.

D. All invoices shall be submitted on GST's letterhead, contain GST's official logo, or other unique and identifying information such as the name and address of the company.

Evidence that tasks have been completed, in the form of a report or other material shall be attached to all invoices. Invoices shall be submitted to the Library by GST within thirty (30) days of service or monthly. Invoices are considered complete when appropriate documentation or services provided are signed off as satisfactory by the Library's Project Manager. If invoice is insufficient or unsatisfactory, the Library's Project Manager shall inform GST of any defect within ten (10) business days of receipt of the invoice from GST, and GST shall have five (5) business days to provide a corrected invoice to the Library. Invoices shall be paid by the Library no later than ninety (90) days after receipt by the Library.

E. Invoices and supporting documentation shall be prepared at the sole expense and responsibility GST. The Library will not compensate GST for costs incurred in invoice preparation. The Library may request, in writing, changes to the content and format of the invoice and supporting documentation at any time. The Library reserves the right to request additional supporting documentation to substantiate costs at any time.

Failure to adhere to these policies may result in nonpayment or non-approval of demands, pursuant to Charter Section 262(a), which requires the Controller to inspect the quality, quantity, and condition of services, labor, materials, supplies, or equipment received by any City of Los Angeles office or department, and approves demands before they are drawn on the Treasury.

8.0 TERMINATION

Notwithstanding the provisions of Paragraph 5.0 hereof, either party may terminate this Contract on sixty (60) days written notice to the other party. In the event of termination, GST shall be paid for work completed and approved under this Contract through the effective date of termination.

9.0 NON-EXCLUSIVE AGREEMENT

Nothing in this Contract shall be construed to mean that GST shall be the exclusive provider of such services to the Library.
10.0 OWNERSHIP

A. GST acknowledges and agrees that all documents, publications, databases, videos, reports, analyses, studies, drawings, information, or data (hereinafter collectively referred to as "materials"), originated and prepared by GST pursuant to the terms of this contract, are "work made for hire" and shall become the property of the Library for its use in any many manner it deems appropriate. GST assigns any and all of its respective interests and rights in such property to the Library.

B. All documents and records (hereinafter collectively referred to as "documents") provided by the Library to GST shall remain the property of the Library and must be returned to the Library upon termination of this Contract or at the request of the Library.

C. The provisions of this article survive termination of this Contract.

10.0 DISCLOSURE INFORMATION

A. All Documents and information provided to GST by the Library are confidential. All Materials are to be considered confidential. GST agrees not to provide Documents or Materials, nor disclose their content or any information therein, either orally or in writing, to any other person or entity, except as authorized by the Library or as required by law. GST shall immediately notify Library's Project Manager of any attempt by a third party to obtain access to documents or materials.

B. The provisions of this Section survive termination of this Contract.

11.0 AMBIGUITY

Any ambiguity in this Contract shall not be interpreted against any one party by virtue of that party being drafter of the Contract.

13.0 CONTRACT REPRESENTATIVES

The following representative individuals and addresses shall serve as the place to which notices and other correspondence between the parties shall be sent. The Library and GST shall notify, in writing, the other party of any changes in the following information within sixty (60) days of such change.

A. GST Representative

GST hereby appoints the following person to represent GST with respect to all matters pertaining to this Contract. Said representative shall be responsible for submitting all of the
respective forms and statements as required by this Contract:

Name: Dennis Wang  
Title: Chief Operating Officer  
Address: 10343 166th Street  
Cerritos, CA 90703  
Telephone: 562-345-8711  
Fax: 562-345-8714  
Email: dpwang@gstes.com  

B. Library's Representative  
The Library hereby appoints the following person, or her designated representative, to represent the City of Los Angeles and the Library in all matters pertaining to this Contract:

Name: John F. Szabo  
Title: City Librarian  
Address: 630 W. 5th Street  
Los Angeles, CA 90074  
Telephone: 213-228-7515  
Fax: 213-228-7519  
Email: jszabo@lapl.org  

C. Library's Project Manager  
The Library hereby appoints the following person to act as the Project Manager:

Name: James Van Gerpen  
Title: Network Manager  
Address: 630 W. 5th Street  
Los Angeles, CA 90074  
Telephone: 213-228-7177  
Email: jvangerp@lapl.org  

Formal notices, demands and communications shall be given to the Library's Representative with copies to the Library's Project Manager.

Formal notices to GST shall be sent to Golden State Technology, Inc., Attn: Dennis Wang, 10343 166th St., Cerritos, CA 90703, Email dpwang@gstes.com.

Formal notices, demands and communications required hereunder by either party shall be made in writing and may be effected by personal delivery or by registered or certified mail, postage prepaid, return receipt requested and shall be deemed communicated five business days after mailing.
CONTRACT NO. ______________________

IN WITNESS THEREOF, the parties hereto have caused this Contract to be executed by their respective duly authorized representatives.

By: ________________________________    By: ________________________________
    JOSEFA SALINAS                      Dennis Wang
    President                            Chief Operating Officer

Date ________________________________    Date ________________________________

APPROVED AS TO FORM:                  ATTEST:

MICHAEL N. FEUER, City Attorney

By: ________________________________    By: ________________________________
    Basia Jankowski                    RAQUEL BORDEN
    Deputy City Attorney                Executive Assistant

Date ________________________________    Date ________________________________
MATTERS PENDING
BOARD OF LIBRARY COMMISSIONERS
MARCH 17, 2015

SUBJECT

1. LIBRARY FOUNDATION PRESENTATION

SCHEDULED FOR BOARD MEETING

Pending

COMMISSIONERS’ OVERSIGHT RESPONSIBILITY

Library Foundation of Los Angeles Board
Gregory Bettinelli, Member
Mai Lassiter, Member

Board Policies & Procedures Committee
Chair: Vacant
Member: Vacant

Media Marketing Ad Hoc Committee
Chair: Bich Ngoc Cao
Member: Mai Lassiter