AMENDMENT No. 1 TO AGREEMENT FOR SERVICES WITH COSMO EVENTS LA FOR RUSSIAN ARTS AND CULTURE MONTH PRODUCTION SERVICES

STATEMENT ON THE SUBJECT:
The City Council will consider Amending an Agreement for the Russian Arts and Culture Festival Production Services with Cosmo Events LA.

RECOMMENDATIONS:

1) Approve Amendment No. 1 to Agreement for Services with Cosmo Events LA for event production services to increase the not-to-exceed amount of $85,000 by $50,000 for a total not to exceed amount of $135,000.

2) Authorize the City Manager or his designee to execute documents incident to all Agreements related to this item.

BACKGROUND / ANALYSIS:
At the November 4, 2019 City Council Meeting, the Council approved an $85,000 agreement with Cosmo Events LA for event production services for the Russian Arts and Culture Festival. This is an annual series of events in the month of May to celebrate Russian Arts and Culture Month. This has become a significant part of the cultural experience for the City of West Hollywood community, Russian speaking populace in the Los Angeles region and anyone interested in learning about Russian Culture.

Planning for the event is well on the way. In an effort to expand the reach of the event by enhancing the entertainment talent during the Russian Arts and Culture Festival, staff recommends amending the agreement with the following additions:

- Stage, audio, light, video, electric equipment improvement - $7,500
- Special guest performer - $35,000
- Gala concert performers - $1,500
- Assistants/backstage staff - $500
- Trophies, flowers, miscellaneous - $500
Director - $5,000  
Total: $50,000

CONFORMANCE WITH VISION 2020 AND THE GOALS OF THE WEST HOLLYWOOD GENERAL PLAN:

This item is consistent with the Primary Strategic Goal(s) (PSG) and/or Ongoing Strategic Program(s) (OSP) of:
- OSP-6: Value and Encourage our Broad Diversity of Cultures.
- OSP-8: Enhance the Cultural and Creative Life of the Community.

In addition, this item is compliant with the following goal(s) of the West Hollywood General Plan:
- HS-2: Support and encourage arts and culture in West Hollywood.
- HS-3: Promote a community with strong social networks and cross-cultural interaction.

EVALUATION PROCESSES:

Staff will evaluate the effectiveness of Russian Arts and Culture Week by conducting a survey of the participants on the day of the Russian Arts and Culture Festival.

ENVIRONMENTAL SUSTAINABILITY AND HEALTH:

Russian Arts and Culture Month will encourage participating businesses as well as attendees to help raise awareness of health resources for the community and promote education in environmental sustainability. City staff will ensure that resources procured are environmentally friendly whenever possible.

COMMUNITY ENGAGEMENT:

Staff conducts outreach to the community by providing information on the City website, local TV channel, City Calendar, Russian language publications, websites, TV stations, circulating flyers, and displaying posters and banners. The Russian Advisory Board encourages members of the community to participate in the events. Members of the community are invited to participate as vendors, entertainers, and artists.

OFFICE OF PRIMARY RESPONSIBILITY:
PUBLIC SAFETY DEPARTMENT / PUBLIC SAFETY - ADMINISTRATION
FISCAL IMPACT:

This item approves an increase of $50,000 to the Agreement for Service with Cosmo Events LA for event production services for the Russian the Russian Arts and Cultural Festival. This Amendment No. 1 to the Agreement increases the not-to-exceed amount from $85,000 to $135,000. The proposed expenditure for this item, $50,000, is budgeted for fiscal year 2019-2020 in account 100-2-04-18-535012.

<table>
<thead>
<tr>
<th>AMOUNT</th>
<th>DESCRIPTION</th>
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<tbody>
<tr>
<td>$50,000.00</td>
<td>This amount is budgeted for the production of the Russian Arts and Culture Festival in the account 100-2-04-18-535012</td>
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ATTACHMENTS:

A – Amendment #1 to Agreement for Services
Attachment A

CITY OF WEST HOLLYWOOD

AMENDMENT No. 1 TO AGREEMENT FOR SERVICES

No. 1 to the Agreement for Services ("First Amendment"), is made on this 18th day of February, 2020 and amends Agreement #009661 dated November 5, 2019, by and between the CITY OF WEST HOLLYWOOD, a municipal corporation (referred to herein as “CITY”) and Dina Gontar, dba Cosmo Events LA, 7711 Bothwell Road, Reseda, CA 91335 (hereinafter referred to as the "CONTRACTOR").

RECITALS

A. CITY and CONTRACTOR entered into an Agreement dated November 5, 2019 (the “Agreement”) wherein CONTRACTOR agreed to insert short description of services.

B. CITY and CONTRACTOR desire to amend the AGREEMENT to increase the “not-to-exceed” amount of $85,000 by an additional $50,000.00, for a total of $135,000.00 to cover the costs of providing additional services.

C. NOW, THEREFORE, in consideration of the foregoing and the covenants and agreements set forth below, the CITY and CONTRACTOR agree as follows:

1. Amend Article C, Section 4, Payment for Services, to read as follows:

   The CONTRACTOR shall be compensated in an amount not to exceed $135,000.00 for services provided pursuant to this Agreement as described in “Exhibit A.” Compensation shall under no circumstances be increased except by written amendment of this Agreement. The CONTRACTOR shall be paid within forty-five (45) days of presentation of an invoice to the CITY for services performed to the CITY’s satisfaction. The CONTRACTOR shall submit invoices monthly describing the services performed, the date services were performed, a description of reimbursable costs, and any other information requested by the CITY.

2. Amend Exhibit A, Scope of Services, to include amended schedule of services and schedule of payments as follows:

   Stage, audio, light, video, electric equipment improvement - $7,500
   Special guest performer - $35,000
   Gala concert performers - $1,500
   Assistants/backstage staff - $500
   Trophies, flowers, miscellaneous - $500
   Director - $5,000

   Special Payments Terms by task completion:
Task 1: $35,000
Task 2: $45,000
Task 3: $40,000
Task 4: $15,000

Total: $135,000

Except as herein amended, in all other respects the Agreement is reaffirmed and is in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Agreement on the 18th day of February 2020.

CONTRACTOR: CosmoEvents LA

Dina Gontar

CITY OF WEST HOLLYWOOD:

Name, Department Director

Paul Arevalo, City Manager

ATTEST:

Yvonne Quarker, City Clerk