

**Association of Bay Area Governments**

**Executive Board**

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**July 18, 2019**

**Agenda Item 6.g.**

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**San Francisco Estuary Partnership**

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**Subject:** Authorization to enter into agreement for catering for the State of the Estuary Conference with either of the two required catering vendors (Checkers Catering or Miraglia Catering) allowed by the conference venue for up to \$95,000 between August 1 and December 31, 2019

**Background:** The Association of Bay Area Governments' (ABAG) San Francisco Estuary Partnership (SFEP) section hosts the State of the Estuary Conference every two years, focused on management and ecological health of the San Francisco Bay-Delta Estuary. The next conference will be held October 21-22, 2019 at the Scottish Rite Center in Oakland.


Lunches, morning coffee and light snacks, and light food and drink for one evening reception are provided as part of the conference to the approximately 800 attendees. The Oakland Scottish Rite Center requires the use of one of two on-site caterers namely, Checkers Catering or Miraglia Catering. Staff are currently working to finalize a contract with one of the two required on-site caterers for an amount not to exceed \$95,000.

**Issues:** Final catering selection will be made in August, but authorization is needed now to allow timely contracting.

**Recommended Action:** The Executive Board is requested to authorize the Executive Director of the Metropolitan Transportation Commission, or her designee, on behalf of the Association of Bay Area Governments and the San Francisco Estuary Partnership, to enter into contract with either Checkers Catering or Miraglia Catering for catering for the 2019 State of the Estuary Conference for up to \$95,000 between August 1, 2019 and December 31, 2019.

**Attachments:** Summary Approval

**Reviewed:**

  
Therese W. McMillan