



# County of Monterey

Board of Supervisors  
Chambers  
168 W. Alisal St., 1st Floor  
Salinas, CA 93901

## Board Report

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**File #: 23-159, Version: 1**

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Approve and authorize the Contracts & Purchasing Officer to execute a three (3) year Concession Lease Agreement, effective March 1, 2023 with Villa Rivera Café for cafeteria space at 142 West Alisal Street, Salinas, CA (commonly known as Jo's Café) for a minimum base rent of \$8,000 per year, plus a three percent (3%) commission based on Concessionaire's monthly gross sales revenue over Ten Thousand Dollars (\$10,000) for cafeteria, internal catering, and all other sales and service sales; an Additional Flat Fee ("Rent") of Five Hundred Dollars (\$500) for each outside catering event sales.

### RECOMMENDATION:

It is recommended that the Board of Supervisors:

Approve and authorize the Contracts & Purchasing Officer to execute a three (3) year Concession Lease Agreement, effective March 1, 2023 with Villa Rivera Café for cafeteria space at 142 West Alisal Street, Salinas, CA (commonly known as Jo's Café) for a minimum base rent of \$8,000 per year, plus a three percent (3%) commission based on Concessionaire's monthly gross sales revenue over Ten Thousand Dollars (\$10,000) for cafeteria, internal catering, and all other sales and service sales; an Additional Flat Fee ("Rent") of Five Hundred Dollars (\$500) for each outside catering event sales.

### SUMMARY DISCUSSION:

Villa Rivera Café is the sole bidder for RFP 10874 to provide cafeteria concession services at Jo's Café downtown, 142 West Alisal Street, Salinas, CA. Jo's Café services not only the Government Center, but the Superior Court Building and also the public in general.

The lease term for the Agreement will commence on March 1, 2023 and expire on March 2, 2026 expiration date. If needed longer, the Agreement provides for a month-to-month occupancy. Either party may terminate the Agreement upon thirty (30) days written notification to the other party. Rent for each Agreement is \$8,000.00 per year and includes electric, gas and water utilities. Concessionaire is responsible for janitorial services, general maintenance, inspections and repairs. In addition to rent, Concessionaire will pay a \$500.00 flat fee for each outside catering event and will provide the County a three percent (3%) commission based on gross monthly sales over \$10,000.00.

Approval of the Agreement will support the County's ability to continue to provide excellent cafeteria concession services at Jo's Café for County employees and community members while visiting or conducting business on the County Government Center campus.

### OTHER AGENCY INVOLVEMENT:

The Office of the County Counsel-Risk Management has reviewed and approved the Agreement as to form and as to insurance and indemnity provisions. The Auditor/Controller's Office has reviewed and approved the Agreement as to fiscal provisions.

### FINANCING:

There is no fiscal impact to the General Fund resulting from approval of the Agreement. All income generated will go towards maintaining the facility.

BOARD OF SUPERVISOR STRATEGIC INITIATIVES:

If approved, this action supports the Board of Supervisors' Strategic Initiatives for Health and Human Services as well as Administration. Providing cafeteria concessions service at Jo's Café will help ensure County employees and community members conducting business or visiting the County Government Center campus will continue to have access to viable food and beverage services.

- Economic Development
- Administration
- Health & Human Services
- Infrastructure
- Public Safety

Prepared by: Gina Encallado, Management Analyst

Approved by: Dewayne Woods, Assistance County Administrator

Approved by: Debra R. Wilson, PhD, Contracts & Purchasing Officer (831)755-4995

Attachments:

Attachment A - Joe's Café Concession Lease Agreement

Attachment B - Evidence of Seismic Adequacy

(Attachments on File with the Clerk of the Board)