



CITY OF INGLEWOOD

OFFICE OF THE CITY MANAGER



DATE: October 13, 2020

TO: Mayor and Council Members

FROM: Public Works Department

SUBJECT: Payment of Invoice No. 0921 – Guy Black

RECOMMENDATION:

It is recommended that the Mayor and Council Members authorize payment of Invoice No. 0921 submitted by Mr. Guy Black for services rendered at the Unity Rally Event held at the Forum on June 6, 2020, in the amount of \$400. (Sanitation Funds)

BACKGROUND:

On Saturday, June 6, 2020, the Divine Nine held a Unity Rally Event (Event) at The Forum in conjunction with the Divine Nine Fraternity Association. The Event was conducted to support community activism. The Mayor was an invited speaker, along with other community activists. By agreement, the Forum is obligated to provide access to their property for City use up to 14 days annually for community events, including community programming, parades, fairs, and rallies at no charge to the City. The City was owed more events; however, due to the George Floyd incident in Minneapolis, the Mayor recommended that this be a community-sponsored, coordinated event. Most of the Event was performed by volunteers; however, a few vendors were paid for services rendered.

DISCUSSION:

Staff contacted Guy Black to provide stage coordination and COVID-19 safety measures, including microphone cleansing after each speaker and oversight of event/cleanup conclusion. Staff failed to negotiate a price for services with the vendor before the event day. Subsequently, a \$400 fee was agreed upon after the event services were provided.

FINANCIAL/FUNDING ISSUES AND SOURCES:

Sufficient appropriations are available in the Fiscal Year 2020-2021 Annual Budget under Account Code No. 070.060.6052.45155 (Sanitation Fund-Public Works-Public Services-Environmental Services-CDS-Public Education/Broadcast).

These funds are set aside for special program expenditures related to community programming, including events that benefit the interest of the community. The use of these funds for community support services and events are at the City's discretion.

LEGAL REVIEW VERIFICATION: YD

Administrative staff has verified that the legal documents accompanying this report have been reviewed and approved by the Office of the City Attorney.

BUDGET REVIEW VERIFICATION: YD

Administrative staff has verified that this report, in its entirety, has been submitted to, reviewed, and approved by the Budget Division.

FINANCE REVIEW VERIFICATION: YD

Administrative staff has verified that this report, in its entirety, has been submitted to, reviewed, and approved by the Finance Department.

DESCRIPTION OF ATTACHMENTS:

Attachment No. 1 - Invoice No. 0921

PREPARED BY:

Louis A. Atwell, P.E., Public Works Director/Assistant City Manager
Angela Williams, Environmental Services Manager
Joi L. Aldridge, Management Assistant to the Director

COUNCIL PRESENTER:

Angela Williams, Environmental Services Manager

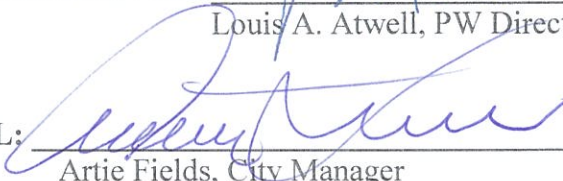
APPROVAL VERIFICATION SHEET

DEPARTMENT HEAD/
ASSISTANT CITY MANAGER APPROVAL:



Louis A. Atwell, PW Director/Asst. City Mngr.

CITY MANAGER APPROVAL:



Artie Fields, City Manager

ATTACHMENT NO. 1

Guy Black
P.O. Box 91698
Los Angeles, Ca 90009

INVOICE

0921

Bill To:
**The City of
Inglewood**
Rally at the Forum
6/6/20

Ship To:
P.O. Box 91698
Los Angeles, Ca
90009

Date: Jun 6, 2020

Due Date: Jul 6, 2020

Balance Due: \$400.00

Item	Quantity	Rate	Amount
One Day Notice Fee.	1	\$350.00	\$350.00
Stage Management including on and off Stage Coordinations	1	\$25.00	\$25.00
Social Distancing and Microphone Cleanse after each Speaker.	1	\$25.00	\$25.00
Overseeing Breakdown of Stage and Clean up of the Stage Area.	1	\$0.00	\$0.00
Hours on Site 8:00 am -3:00pm	1	\$0.00	\$0.00
	1	\$0.00	\$0.00

Total: \$400.00