

**A SUBSTITUTE RESOLUTION BY  
FINANCE/EXECUTIVE COMMITTEE**

**A SUBSTITUTE RESOLUTION AUTHORIZING THE MAYOR, ON BEHALF OF THE EXECUTIVE OFFICE-OFFICE OF ENTERPRISE ASSETS MANAGEMENT, TO ENTER INTO A MEMORANDUM OF UNDERSTANDING (“MOU”) WITH THE ATLANTA WORKFORCE DEVELOPMENT AGENCY, FOR THE PURPOSE OF IMPLEMENTING A CULINARY TRAINING PROGRAM IN THE CITY HALL CAFETERIA, FOR A PERIOD OF TWO (2) YEARS WITH TWO (2) ONE YEAR RENEWAL OPTIONS, IN AN AMOUNT NOT TO EXCEED TWENTY FIVE DOLLARS (\$25.00) MONTHLY; THAT ALL REVENUE RECEIVED PURSUANT TO THIS MOU SHALL BE DEPOSITED INTO FUND, ACCOUNT, AND CENTER NUMBER: 1A01 (GENERAL FUND) 462311 (FOOD, DRINK & NOTIONS) B00001 (REVENUE CENTER); AND FOR OTHER PURPOSES.**

**WHEREAS**, the Atlanta Workforce Development Agency (“AWDA”) has developed a Culinary Training Program (“CTP”) to enable unemployed individuals to gain skills in the culinary industry; and

**WHEREAS**, the CTP is a 12-week program geared to teach trainees the necessary skills to work in a restaurant, cafe’, hotel, or other food service establishment. The required lessons will include hygiene & sanitation, food & nutrition, cooking techniques, food & kitchen safety, and serving etiquette; and

**WHEREAS**, during the said 12-week program, trainees will receive hands on experience in the City of Atlanta’s (“City”) dining facility. Trainees will prepare and serve City employees, under the leadership and supervision of a tenured Chef/Manager. Trainees will also be responsible for maintaining and cleaning the dining facility; and

**WHEREAS**, the City’s contract with Carlyle Cafeteria Services terminated on November 2, 2007; and

**WHEREAS**, the City desires to facilitate AWDA’s Culinary Training Program by entering into a Memorandum of Understanding (“MOU”) with AWDA to enable, otherwise unemployed individuals, to gain skills in the culinary industry; and

**WHEREAS**, the term of the MOU shall be for a period of two (2) years with two (2) one year renewal options; and

**WHEREAS**, pursuant to the said MOU, AWDA shall pay a rental fee of a twenty five dollars (\$25.00) a month for use of the City’s aforesaid dining facility; and

**WHEREAS**, additionally, AWDA is responsible for providing the food service vendor.

**THE CITY COUNCIL OF THE CITY OF ATLANTA, GEORGIA, HEREBY RESOLVES**, that the Mayor be and is hereby authorized, on behalf of The Executive

Offices-Office of Enterprise Assets Management, to enter into a Memorandum of Understanding (“MOU”) with the Atlanta Workforce Development Agency (“AWDA”), for the purpose of implementing a culinary training program in the City Hall cafeteria.

**BE IT FURTHER RESOLVED**, the term of the MOU shall be for a period of two (2) years with two (2) one year renewal options.

**BE IT FURTHER RESOLVED**, that the City Attorney be and is hereby directed to review the MOU to be approved by the City Attorney as to form for execution by the Mayor.

**BE IT FURTHER RESOLVED**, that this MOU shall not become binding on the City, and that the City shall incur no liability upon the same until such agreement has been fully executed by the Mayor and delivered to the AWDA.

**BE IT FINALLY RESOLVED**, that all revenue received pursuant to this MOU shall be deposited into Fund, Account, and Center Number: 1A01 (General Fund) 462311 (Food, Drink & Notions) B00001 (Revenue Center).

**A RESOLUTION  
BY FINANCE/EXECUTIVE COMMITTEE**

**A RESOLUTION AUTHORIZING THE MAYOR, ON BEHALF OF THE OFFICE OF FACILITIES MANAGEMENT, TO ENTER INTO A MEMORANDUM OF UNDERSTANDING (“MOU”) WITH THE ATLANTA WORKFORCE DEVELOPMENT AGENCY, FOR THE PURPOSE OF IMPLEMENTING A CULINARY TRAINING PROGRAM IN THE CITY HALL CAFETERIA, FOR A PERIOD OF TWO (2) YEARS WITH TWO (2) ONE YEAR RENEWAL OPTIONS, IN AN AMOUNT NOT TO EXCEED TWENTY FIVE DOLLARS (\$25.00) MONTHLY; THAT ALL REVENUE RECEIVED PURSUANT TO THIS MOU SHALL BE DEPOSITED INTO FUND, ACCOUNT, AND CENTER NUMBER: 1A01 (GENERAL FUND) 462311 (FOOD, DRINK & NOTIONS) B00001 (REVENUE CENTER) ; AND FOR OTHER PURPOSES.**

**WHEREAS**, the Atlanta Workforce Development Agency (“AWDA”) has developed a Culinary Training Program (“CTP”) to enable unemployed individuals to gain skills in the culinary industry; and

**WHEREAS**, the CTP is a 12-week program geared to teach trainees the necessary skills to work in a restaurant, cafe, hotel, or other food service establishment. The required lessons will include hygiene & sanitation, food & nutrition, cooking techniques, food & kitchen safety, and serving etiquette; and

**WHEREAS**, during the said 12-week program, trainees will receive hands on experience in the City of Atlanta’s (“City”) dining facility. Trainees will prepare and serve City employees, under the leadership and supervision of a tenured Chef/Manager. Trainees will also be responsible for maintaining and cleaning the dining facility; and

**WHEREAS**, the City’s contract with Carlyle Cafeteria Services terminated on November 2, 2007; and

**WHEREAS**, the City desires to facilitate AWDA’s Culinary Training Program by entering into a Memorandum of Understanding (“MOU”) with AWDA to enable, otherwise unemployed individuals, to gain skills in the culinary industry; and

**WHEREAS**, the term of the MOU shall be for a period of three (3) years with two (2) one year renewal options; and

**WHEREAS**, pursuant to the said MOU, AWDA shall pay a rental fee of a twenty five dollars (\$25.00) a month for use of the City’s aforesaid dining facility; and

**WHEREAS**, additionally, AWDA is responsible for providing the food service vendor.

**THE CITY COUNCIL OF THE CITY OF ATLANTA, GEORGIA, HEREBY RESOLVES**, that the Mayor be and is hereby authorized, on behalf of the Office of Facilities Management, to enter into a Memorandum of Understanding (“MOU”) with the

Atlanta Workforce Development Agency (“AWDA”), for the purpose of implementing a culinary training program in the City Hall cafeteria.

**BE IT FURTHER RESOLVED**, the term of the MOU shall be for a period of three (3) years with two (2) one year renewal options.

**BE IT FURTHER RESOLVED**, that the City Attorney be and is hereby directed to review the MOU to be approved by the City Attorney as to form for execution by the Mayor.

**BE IT FURTHER RESOLVED**, that this MOU shall not become binding on the City, and that the City shall incur no liability upon the same until such agreement has been fully executed by the Mayor and delivered to the AWDA.

**BE IT FINALLY RESOLVED**, that all revenue received pursuant to this MOU shall be deposited into Fund, Account, and Center Number: 1A01 (General Fund) 462311 (Food, Drink & Notions) B00001 (Revenue Center).

**Part II: Legislative White Paper:** (This portion of the Legislative Request Form will be shared with City Council members and staff)

**A. To be completed by Legislative Counsel:**

**Committee of Purview:** Community Development/ Human Resources Committee

**A RESOLUTION AUTHORIZING THE MAYOR, ON BEHALF OF THE OFFICE OF FACILITIES MANAGEMENT, TO ENTER INTO A MEMORANDUM OF UNDERSTANDING (“MOU”) WITH THE ATLANTA WORKFORCE DEVELOPMENT AGENCY, FOR THE PURPOSE OF IMPLEMENTING A CULINARY TRAINING PROGRAM IN THE CITY HALL CAFETERIA, FOR A PERIOD OF TWO (2) YEARS WITH TWO (2) ONE YEAR RENEWAL OPTIONS, IN AN AMOUNT NOT TO EXCEED TWENTY FIVE DOLLARS (\$25.00) MONTHLY; THAT ALL REVENUE RECEIVED PURSUANT TO THIS MOU SHALL BE DEPOSITED INTO FUND, ACCOUNT, AND CENTER NUMBER: 1A01 (GENERAL FUND) 462311 (FOOD, DRINK & NOTIONS) B00001 (REVENUE CENTER);; AND FOR OTHER PURPOSES.**

**Council Meeting Date:** November 19, 2007

**Requesting Dept.:** Office of General Services

**B. To be completed by the department:**

1. Please provide a summary of the purpose of this legislation (Justification Statement).

2. Please provide background information regarding this legislation.

3. If Applicable/Known:

(a) Contract Type (e.g. Professional Services, Construction Agreement, etc):

(b) Source Selection:

(c) Bids/Proposals Due:

(d) Invitations Issued:

(e) Number of Bids:

(f) **Proposals Received:**

(g) **Bidders/Proponents:**

(h) **Term of Contract:** 3 years with two (2) one year renewal options.

**4. Fund Account Center:** 1A01 (GENERAL FUND) 462311 (FOOD, DRINK & NOTIONS) B00001 (REVENUE CENTER)

**5. Source of Funds:** This will be a revenue generating contract and funds will be deposited into 1A01 (General Fund) 462311 (Food, Drink & Notions) B00001 (Revenue Center).

**6. Fiscal Impact:** Gourmet Services will remit to the City of Atlanta- Office of Facilities Management \$25.00 per month rental fee to be deposited into the above referenced Fund, Account and Center Number.

**7. Method of Cost Recovery:**

**This Legislative Request Form Was Prepared By:** Perceta Watkins

TRANSMITTAL FORM FOR LEGISLATION

TO: MAYOR'S OFFICE

ATTN: GREG PRIDGEON

Dept.'s Legislative Liaison: Perceta Watkins

Contact Number: (404) 330-6569

Originating Department: Office of Facilities Management / EXECUTIVE OFFICES

Committee(s) of Purview: Finance/ Executive Committee

Chief of Staff Deadline: October 29, 2007

Anticipated Committee Meeting Date(s): November 13, 2007

Anticipated Full Council Date: November 19, 2007

Legislative Counsel's Signature: Terry Grandison *Terry Grandison*

Commissioner Signature: *[Signature]*

Chief Procurement Officer Signature: *[Signature]* CPO

**CAPTION**

**A RESOLUTION AUTHORIZING THE MAYOR, ON BEHALF OF THE OFFICE OF FACILITIES MANAGEMENT, TO ENTER INTO A MEMORANDUM OF UNDERSTANDING ("MOU") WITH THE ATLANTA WORKFORCE DEVELOPMENT AGENCY, FOR THE PURPOSE OF IMPLEMENTING A CULINARY TRAINING PROGRAM IN THE CITY HALL CAFETERIA, FOR A PERIOD OF TWO (2) YEARS WITH TWO (2) ONE YEAR RENEWAL OPTIONS, IN AN AMOUNT NOT TO EXCEED TWENTY FIVE DOLLARS (\$25.00) MONTHLY; THAT ALL REVENUE RECEIVED PURSUANT TO THIS MOU SHALL BE DEPOSITED INTO FUND, ACCOUNT, AND CENTER NUMBER: 1A01 (GENERAL FUND) 462311 (FOOD, DRINK & NOTIONS) B00001 (REVENUE CENTER); AND FOR OTHER PURPOSES.**

Mayor's Staff Only

Received by CPO: \_\_\_\_\_ Received by LC from CPO: \_\_\_\_\_  
(date) (date)

Received by Mayor's Office: 11.13.07 Reviewed by: *[Signature]*  
(date) (date)

Submitted to Council: \_\_\_\_\_  
(date)