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West Conshohocken, PA 19428
www.smgworld.com

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2019 MAY 17 A 9:29

OFFICE OF CITY CLERK
CITY OF ANAHEIM

May 16, 2019

Custodian of Records
Office of the City Clerk
200 S. Anaheim Blvd
Anaheim, CA 92805
Re: Public Records Request

Dear Sir or Madam:

Pursuant to California Public Records Act (Government Code § 6250 et seq.), we hereby request a copy of the following documents related to the *2015 Request for Proposal for Food/Beverage Operations at the Anaheim Convention Center*.

- 1) A copy of proposals from the following bidders:
 - a. Aramark
 - b. Centerplate
- 2) A copy of the Management Agreement between the City of Anaheim and Aramark pertaining to food & beverage services at the Anaheim Convention Center (including any amendments)

If for any reason this request or any portion of this request is denied, please inform us of the reason(s) for such denial in writing. In addition, if you decline to produce the document requested (or any portion thereof) based on any privilege or immunity, please indicate whether such document is in the possession, custody or control of any other entity.

SMG will pay all reasonable photocopying and postage expenses incurred. However, we do request that you provide us with an estimate of such charges in advance, and following such photocopying and mailing, a statement indicating such charges. All material can either be mailed or emailed to the address listed below.

If you have any questions, or if further information is needed to process this request, please do not hesitate to call me.

Thank you for your prompt attention to this matter.

Sincerely,

Senior Financial Analyst, SMG

West Conshohocken, PA 19428

Phone:

email:



City of Anaheim
 Office of the City Clerk
 200 S. Anaheim Blvd., Suite 217
 Anaheim, CA 92805
 (714) 765-5166 • fax (714) 765-4105
www.anaheim.net

REQUEST FOR PUBLIC RECORDS

- STEP 1: **COMPLETE** all fields on this form. This form is to facilitate and expedite the processing of your public records request. Describe identifiable records in the possession of the City; your request must be sufficiently focused and specific to allow the City to locate the requested record(s).
- STEP 2: **SUBMIT** completed form by mail, fax, email or in person to Custodian of Records, Office of the City Clerk, 200 S. Anaheim Blvd. (714) 765-5166; tbass@anaheim.net; fax (714) 765-4105.
- STEP 3: **WAIT** to receive an invoice for responsive records. The City shall determine within 10-days from receipt of a public records request, whether the request, in whole or in part, seeks copies of discloseable public records in possession of the City [GC 6253(c)]. Please note that if you are requesting the opportunity to inspect records, you will be requested to make an appointment to return at a later date/time to view the documents.

Charges for the direct cost of duplication will apply. **Documents will not be copied until payment has been received.** If payment is not received within 10 days after invoice is sent, you may be required to submit a new request. Please see backside for additional information.

REQUESTER INFORMATION

Full Name : Michael Brand Date: 5/16/2019

Company Name: SMG

(Mailing) Address: _____ City/State/Zip Code: West Conshohocken, PA 19428

Phone number: _____ Email: _____

Preferred method of contact in the event of questions: email

DESCRIPTION OF REQUESTED RECORD(S): (Describe the specific public record(s) e.g., date, type, time period covering documents requested etc)

please see included letter

I understand that I will be contacted once documents have been identified. If production of records is requested, an estimated cost will be provided to me and I agree that I will be required to submit payment for duplication costs (and mailing) prior to the production of the requested documents.

I wish to inspect City records Will Pick-Up Records Please Mail

Please note that information contained in any PRA request is a public record and may be subject to public inspection pursuant to the CA Public Records Act.



 SIGNATURE OF REQUESTER