



RECEIVED
MAY 10 2018
Office of the City Manager
City of Santa Clara

CHAMBER OF COMMERCE & CONVENTION – VISITORS BUREAU

City Manager Deanna Santana
City of Santa Clara
1500 Warburton Avenue
Santa Clara, CA 95050

**Re: Management Fee for the Santa Clara Chamber of Commerce and Convention-Visitors Bureau for
the Management of the Santa Clara Convention Center**

Dear Deanna Santana,

The Santa Clara Chamber of Commerce and Convention-Visitors Bureau recommend continuing the current 2% management fee based on the proposed budgeted revenue for the 2018/19 fiscal year. When reviewing our performance, we believe that the current structure provides a reasonable management fee.

The Santa Clara Chamber of Commerce and Convention-Visitors Bureau welcomes the opportunity to begin discussions on the module of the combination of a flat fee enhanced by a performance incentive, established through performance outcomes in the agreement for which performance is measured and determined beyond actual revenue. We look forward to collaborating with City staff to establish such strategic goals and benchmarks for future Management Agreement.

I will reach out to you following the May 15, 2018, City Council meeting, to schedule a meeting to begin discussions.

We appreciate your willingness to work through the process of establishing a management fee agreement that is in the best interest of both parties.

Please feel free to reach out to me should you need further clarification or have any questions.

Sincerely,

[Redacted Signature]
[Redacted Name]
Joe Siecinski
Chair of the Board
Santa Clara Chamber of Commerce and Convention-Visitors Bureau