



City Council Report

Date: September 28, 2015
To: City Council
Through: Alex Deshuk, Chief Innovation Officer
From: Edward Quedens, MPA, C.P.M., CPPO, Business Services Director
Matt Bauer, MBA, CPPO, CPPB, CPSM, Procurement Administrator
Subject: Dollar Limit Increase to the Term Contract for Audio-Visual Services for the Mesa Convention Center as requested by the Parks, Recreation and Commercial Facilities Department **(Citywide)**

Purpose and Recommendation

Council is requested to approve a Dollar Limit Increase to the Term Contract for Audio-Visual Services for the Mesa Convention Center as recommended.

The Parks, Recreation and Commercial Facilities Department, and Purchasing recommend authorizing a dollar limit increase of \$20,000.00, increasing the annual contract amount from \$144,989.72 to \$164,989.72 through the contract period ending 9/30/2015.

Background / Discussion

This contract provides audio-visual services, including consultation services, rental equipment, and internet services to Mesa Convention Center clients. The agreement is non-exclusive, in that clients are permitted to bring their own equipment, but it is intended to assist all clients who require audio-visual services or rental equipment, and provides appropriate service and rental equipment through pre-agreed fees.

For agreements of this type (Concessions, Pipe-Draping, Audio-Visual, etc.) the City collects the money from exhibitors and event coordinators, and then issues a payment to settle with the concessionaire. These agreements are revenue generating for the City through the profit generated from the concession.

This contract (#2010162) will expire on 9/30/2015. The increase is needed for already incurred and anticipated expenses through the contract period. In August 2015, this contract was administratively increased by \$14,989.72, increasing the annual contract amount from \$130,000.00 to \$144,989.72.

On September 14, 2015, Council approved the new Three-Year Term Contract for Audio-Visual Services for the Mesa Convention Center (#2015294) to become effective 10/1/2015.

Alternatives

Council may choose not to authorize the purchase and new responses will be solicited.

Fiscal Impact

The annual contract amount is available in the Parks, Recreation & Commercial Facilities – Convention Center & Amphitheater operating budget.

Coordinated With

Parks, Recreation and Commercial Facilities Department – Convention Center & Amphitheatre, and Purchasing

PURCHASING INFORMATION

Action: Dollar Limit Increase

Solicitation Number: 2010162

Contract Term: 10/1/2014 through 9/30/2015

DOLLAR LIMIT INCREASE RECOMMENDATION ***JLG Enterprises, Inc. dba Premier Audio Visual*** **Mesa, AZ**

Description	
54% Commission paid to the City based on monthly gross revenue from all Equipment Rentals. Contractor shall retain Labor, Services, Installation and Dismantlement Charges. Sales items (flipchart pads, video tapes and other such items) are not commissionable.	
Council approved Annual Renewal	\$130,000.00
Administrative Increase 8/2015	<u>\$14,989.72</u>
Current Limit	\$144,989.72
This Increase Request 9/28/2015	<u>\$20,000.00</u>
New Annual Contract Amount (through 9/30/2015) (for City payment of sales paid to concessionaire)	<u>\$164,989.72</u>