



City of Columbus

Office of City Clerk
90 West Broad Street
Columbus OH 43215-9015
columbuscitycouncil.org

Legislation Text

File #: 1036-2024, **Version:** 1

Background: This ordinance is to authorize the Director of Recreation and Parks to enter into the 2nd optional year of a five-year agreement with two (2) additional optional years, originally approved by Ordinance 0511-2018, with Class Acts Columbus, Inc. to provide talent buying, fiscal agent, and event management services for events produced by the Office of Special Events.

In 2018, a Request for Information (RFI) was issued through Vendor Services inviting interested parties to submit ideas and information regarding ways to consolidate live entertainment talent buying, fiscal agent and on-site cash management services to best enable and facilitate events produced by the Office of Special Events. Based on their plan for formulating and implementing services, demonstrated experience of quality service delivery, history of talent booking and fiscal integrity, Class Acts Columbus, Inc. submission was awarded the contract. Class Acts Columbus, Inc. has served as a talent booking agent and a Columbus Depository Commission approved fiscal agent for the Recreation and Parks Department's Office of Special Events since 2001.

Class Acts Columbus, Inc. will provide professional services to the Office of Special Events as the talent booking and fiscal agent for events produced by the Office of Special Events. Services include securing artists and coordination of performance, travel and production arrangements. Fiscal agent services include processing artist contracts and payment of contract deposits and artist fees. Class Acts Columbus, Inc. will collect all festival vendor fees and beverage receipts, and pay event expenses from invoices as authorized and directed by the Recreation and Parks Department. Class Acts Columbus, Inc. will maintain financial records pertaining to all transactions in accordance with Columbus City Code Section 321.11. Class Act Columbus, Inc. will hold a Surety Bond in the amount of \$100,000.00 and Certificate of Insurance, as required by the City.

The maximum amount to be paid under any purchase order associated with this Contract shall not exceed \$255,000.00 unless additional funds are appropriated and authorized. Payment will be made to Class Acts Columbus, Inc. upon receipt of proof of payment and invoice for services rendered.

Initial contract term commenced April 1, 2018 and will end March 31, 2025

Principal Parties:

Class Acts Columbus, Inc.
PO Box 694
Paul Hoy, (614) 358-1888
CCN: 005110
CC Expiration Date: 3/14/2025

Emergency Justification: Needed in order to obtain commitments from artists, secure major programmatic elements, and process contracts for performances beginning in April, 2024.

Benefits to the Public: The Columbus community will be offered cultural, recreational and family-oriented programs. The events provide positive social and economic impact for the community. Programs provide employment opportunities for artists, production personnel, vendors and various contracted service providers. This agreement will enable the presentation of local, regional and international artists in parks throughout the City of Columbus.

Master Plan Relation: This contract will support the mission of the Recreation and Parks Master Plan to improve

efficiency and performance.

Fiscal Impact: \$200,000.00 is required and budgeted in the Recreation and Parks Operating Fund 2285, and \$55,000.00 is required and budgeted in the Scioto Mile Restaurant Fund 2294 to meet the financial obligations of this expenditure.

To authorize and direct the Director of Recreation and Parks to enter into a contract with Class Acts Columbus, Inc. to provide talent buying, fiscal agent, and event management services for events produced by the Office of Special Events; to authorize the expenditure of \$200,000.00 from the Recreation and Parks operating fund; to authorize the appropriation and expenditure of \$55,000 from the Scioto Mile Restaurant Fund; and to declare an emergency. (\$255,000.00)

WHEREAS, it is necessary to authorize and direct the Director of Recreation and Parks to enter into 2nd optional year of a five-year agreement with two (2) additional optional years with Class Acts Columbus, Inc. to provide talent buying, fiscal agent, and event management services for events produced by the Office of Special Events.; and

WHEREAS, it is necessary to authorize the expenditure of \$200,000.00 from the Recreation and Parks operating fund and

WHEREAS, it is necessary to authorize the appropriation and expenditure of \$55,000 from the Scioto Mile Restaurant Fund; and

WHEREAS, an emergency exists in the usual daily operation of the Department of Recreation and Parks in that it is immediately necessary to authorize the Director to enter into an agreement with Class Acts Columbus, Inc. in order to obtain commitments from artists, secure major programmatic elements, and process contracts for performances beginning in April, 2024; **NOW, THEREFORE:**

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF COLUMBUS:

SECTION 1. That the Director of Recreation and Parks be and is hereby authorized and directed to enter into the 2nd optional year of a five-year agreement with two (2) optional years, originally approved by Ordinance 0511-2018 and subject to annual approval and authorization, to provide talent buying, fiscal agent and event management services for events produced by the Office of Special Events.

SECTION 2. That, for the purpose stated in Section 1, the appropriation of \$55,000.00 and expenditure of \$255,000.00 or so much thereof as may be necessary to pay the cost thereof, be and is hereby authorized per the accounting codes in the attachment to this ordinance

SECTION 3. That the funds necessary to carry out the purpose of this ordinance are hereby deemed appropriated, and the City Auditor shall establish such accounting codes as necessary.

SECTION 4. That the City Auditor is authorized to make any accounting changes to revise the funding source for all contracts or contract modifications associated with this ordinance.

SECTION 5. That the City Auditor is hereby authorized to transfer the unencumbered balance in a project account to the unallocated balance account within the same fund upon receipt of certification by the Director of the Department administering said project that the project has been completed and the monies are no longer required for said project.

SECTION 6. That for the reasons stated in the preamble hereto, which is hereby made a part hereof, this ordinance is hereby declared to be an emergency measure and shall take effect and be in force from and after its passage and approval by the Mayor, or 10 days after passage if the Mayor neither approves nor vetoes the same.