



Legislation Text

File #: 0511-2018, **Version:** 1

This ordinance is to authorize the Director of Recreation and Parks to enter into an agreement with Class Acts Columbus, Inc. to provide talent buying, fiscal agent, and event management services including the Jazz & Rib Fest, Rhythm on the River, WinterFest, Cap City Nights festivals, African American Cultural Festival and other events as needed.

Background: 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. The RFI process generated two submissions. 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 the Jazz & Rib Fest, Rhythm on the River, WinterFest, Cap City Nights festivals, African American Cultural Festival and other events as needed. 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 \$329,500.00 unless additional funds are appropriated and authorized. Recreation and Parks will enter into a five-year contract, subject to annual approval and authorization, with the option to extend for two (2) one-year terms. Payment will be made to Class Acts Columbus, Inc. upon receipt of proof of payment and invoice for services rendered. Due to the unique nature of the services provided, the department is requesting the waiver of competitive bidding requirements to enter into an agreement with Class Acts Columbus, Inc.

Initial contract term will commence April 1, 2018 and end March 31, 2023.

Principal Parties:

Class Acts Columbus, Inc.
1177 W. Third Ave, Columbus, OH 43212
Paul Hoy, (614) 358-1888
CCN: 005110
CC Expiration Date: 4/10/2019

Emergency Justification: Needed in order to obtain commitments from artists, secure major programmatic elements, and process contracts for performances beginning in June, 2018.

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: \$218,500.00 is required and budgeted in the Recreation and Parks Special Purpose Fund 2223, \$49,500 is required and budgeted in the Recreation and Parks Property Management Fund 2294, \$61,500.00 from the Recreation and Parks Operating Fund 2285, 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 \$218,500.00 from the Recreation and Parks Special Purpose Fund, \$49,500.00 from the Recreation and Parks Property Management Fund, and \$61,500.00 from the Recreation and Parks Operating Fund for a total of \$329,500.00; to waive the competitive bidding provisions of the Columbus City Codes; and to declare an emergency. (\$329,500.00)

WHEREAS, it is necessary to authorize and direct the Director of Recreation and Parks to enter into an agreement with Class Acts Columbus, Inc. to provide talent buying, fiscal agent, and event management services including the Jazz & Rib Fest, Rhythm on the River, WinterFest, Cap City Nights festivals, African American Cultural Festival and other events as needed.; and

WHEREAS, it is necessary to authorize the expenditure of \$218,500.00 from Recreation and Parks Special Purpose Fund, 49,500.00 from the Recreation and Parks Property Management Fund, and \$61,500.00 from Recreation and Parks Operating Fund for a total of \$329,500; and

WHEREAS, a Request for Information was issued through Vendor Services inviting interested parties to submit ideas and information regarding ways to consolidate talent buying, fiscal agent and on-site cash management services to best enable and facilitate events produced by the Office of Special Events.; and

WHEREAS, a five-year agreement, subject to annual approval and authorization, will be authorized to commence starting April 1, 2018; and

WHEREAS, due to the unique nature of the services provided, it is in the best interest of the City to waive the formal bidding provisions of the City Code Chapter 329 to enter into contract with Class Acts Columbus, Inc.; 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 June, 2018; **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 a five-year contract, subject to annual approval and authorization, with the option to extend for two (2) one-year terms, in the annual amount of \$329,500.00 with Class Acts Columbus, Inc., beginning April 1, 2018 through March 31, 2023, to provide talent buying, fiscal agent and event management services for events produced by the Office of Special Events.

SECTION 2. That this Council finds it in the best interest of the City of Columbus to waive the competitive bidding provisions of Columbus City Code Chapter 329 to enter into this contract.

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 purpose stated in Section 1, the expenditure of \$329,500.00 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 7. 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.