



# REQUEST FOR CITY COUNCIL ACTION

**MEETING DATE:**

October 3, 2018

**DEPARTMENT:**

Finance

**DIVISION:**

Purchasing

- ☒ Motion
- ☐ Resolution
- ☐ Ordinance - Introduction
- ☐ Ordinance - Adoption
- ☐ Public Hearing

**TITLE:**

Request For Qualifications: Music Promoter Services for City Events

**SUMMARY RECOMMENDATION:**

Authorize the City Administrator to execute a one-year contract with the option to renew for four additional one-year periods, one period at a time, depending on the appropriation of funds and satisfactory performance, with the following promoters:

BMC Production & Entertainment	Yuma, Arizona
Neste Event Marketing	Brentwood, Tennessee
Robb Bower Presents, LLC	San Diego, California
Selak Entertainment, Inc.	Pasadena, California
Tronix Sound, LLC	Somerton, Arizona

(Parks & Recreation - RFQ #2018-20000192) (Debbie Wendt / Robin R. Wilson)

**REPORT:**

The City of Yuma produces 11 annual events such as music festivals, art festivals, and themed celebrations. To improve the variety and quality of these events, the City issued a Request for Qualifications (RFP) for promoters capable of producing and promoting these annual events.

Scoring criteria under the RFP ensures a promoter is capable of producing a successful event through validation of experiences, business acumen, production equipment, and talent pool availability. Proposals from each of the five listed promoters met the scoring criteria.

Approval of this motion authorizes the City to enter into a one-year contract with each of the promoters at an estimated total cost of approximately \$135,000 per year. The contracts are renewable for up to four additional one-year periods. Once a need for promoter services arises, the City will obtain event-specific quotes from the awarded promoters.

FISCAL REQUIREMENTS	CITY FUNDS:	\$135,000.00	BUDGETED:	\$140,000.00
	STATE FUNDS:	\$0.00	AVAILABLE TO TRANSFER:	\$0.00
	FEDERAL FUNDS:	\$0.00	IN CONTINGENCY:	\$0.00
	OTHER SOURCES:	\$0.00 \$0.00 \$0.00	FUNDING FOR THIS ITEM IS FOUND IN THE FOLLOWING ACCOUNT / FUND / CIP: Various Accounts	
	TOTAL:	\$135,000.00		
	FISCAL IMPACT STATEMENT: Funding is available in the FY 2018-2019 Operating Budgets. The full dollar volume may not be expended for this contract, but if expenditures exceed the budget amounts, the appropriate budget transfers will be made.			
ADDITIONAL INFORMATION	SUPPORTING INFORMATION NOT ATTACHED TO THE CITY COUNCIL ACTION FORM THAT IS ON FILE IN THE OFFICE OF THE CITY CLERK: 1. 2. 3. 4. 5.			
	IF CITY COUNCIL ACTION INCLUDES A CONTRACT, LEASE OR AGREEMENT, WHO WILL BE RESPONSIBLE FOR ROUTING THE DOCUMENT FOR SIGNATURE AFTER CITY COUNCIL APPROVAL?  <input type="radio"/> Department <input type="radio"/> City Clerk's Office <input type="checkbox"/> Document to be recorded <input type="checkbox"/> Document to be codified			
SIGNATURES	CITY ADMINISTRATOR:		DATE:	
	Gregory K. Wilkinson		9/25/2018	
	REVIEWED BY CITY ATTORNEY:		DATE:	
	Richard W. Files		9/25/2018	
SIGNATURES	RECOMMENDED BY (DEPT/DIV HEAD):		DATE:	
	Lisa Marlin		9/17/18	
SIGNATURES	WRITTEN/SUBMITTED BY:		DATE:	
	James Craig / Robin R. Wilson		9/14/2018	