

REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/Ord No.: 18834

Sponsor(s): Frank White, Jr.

Date: May 18, 2015

SUBJECT	<p>Action Requested <input checked="checked" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Awarding a Contract for the Installation and Removal of Outdoor Stage, Audio, Lights and Video Equipment for Jackson County's 4th of July Celebration for the Parks + Rec Department to Sound Check Enterprises of Kansas City, Missouri under the terms and conditions of Invitation to Bid No. 26-15.</u></p>												
BUDGET INFORMATION To be completed By Requesting Department and Finance	<table border="1" data-bbox="324 556 1396 745"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$52,500.00</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td></td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$52,500.00</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$52,500.00</td> </tr> <tr> <td>Source of funding (name of fund) and account code number: 300-1670-56080 Park Enterprise Fund, Parks Special Events, Other Professional Services</td> <td>\$52,500.00</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p>OTHER FINANCIAL INFORMATION:</p> <p><input type="checkbox"/> No budget impact (no fiscal note required) <input type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract: Department: _____ Estimated Use: \$ _____</p> <p>Prior Year Budget (if applicable): _____ Prior Year Actual Amount Spent (if applicable): _____</p>	Amount authorized by this legislation this fiscal year:	\$52,500.00	Amount previously authorized this fiscal year:		Total amount authorized after this legislative action:	\$52,500.00	Amount budgeted for this item * (including transfers):	\$52,500.00	Source of funding (name of fund) and account code number: 300-1670-56080 Park Enterprise Fund, Parks Special Events, Other Professional Services	\$52,500.00		
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PRIOR LEGISLATION	<p>Prior ordinances and (date): _____ Prior resolutions and (date): 18525, May 19, 2014</p>												
CONTACT INFORMATION	<p>RLA drafted by (name, title, & phone): Barbara Casamento, Purchasing Supervisor, 881-3253</p>												
REQUEST SUMMARY	<p>The Parks + Rec Department requires the Installation and Removal of Outdoor Stage, Audio, Lights and Video Equipment for Jackson County's 4th of July Celebration for the Parks + Rec Department. The Purchasing Department issued Invitation to Bid No. 26-15 in response to those requirements.</p> <p>A total of ten notifications were distributed and one response was received and evaluated as follows:</p> <p>Sound Check Enterprises of Kansas City, Missouri \$52,500.00</p> <p>Pursuant to Section 1054.6 of the Jackson County Code, the Director of Finance and Purchasing recommends the award of a Contract for the Installation and Removal of an Outdoor Stage, Audio, Lights and Video Equipment for Jackson County's 4th of July Celebration for the Parks + Rec Department to Sound Check Enterprises of Kansas City, Missouri as the lowest and best bid received.</p>												
CLEARANCE	<p><input checked="checked" type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <input checked="checked" type="checkbox"/> Business License Verified (Purchasing & Department) <input checked="checked" type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>												
ATTACHMENTS	<p>The Abstract of Bids Received, a Memorandum from Mark Trosen of the Parks + Rec Department and the pertinent pages of Sound Check Enterprises' bid documents.</p>												
REVIEW	<table border="1" data-bbox="308 1701 1542 1932"> <tr> <td>Department Director:</td> <td><i>[Signature]</i></td> <td>Date: 5/5/15</td> </tr> <tr> <td>Finance (Budget Approval): If applicable</td> <td><i>Mary Rasmussen</i></td> <td>Date: 5/16/15</td> </tr> <tr> <td>Division Manager:</td> <td><i>Marylou Brown</i></td> <td>Date: 5/12/15</td> </tr> <tr> <td>County Counselor's Office:</td> <td></td> <td>Date:</td> </tr> </table>	Department Director:	<i>[Signature]</i>	Date: 5/5/15	Finance (Budget Approval): If applicable	<i>Mary Rasmussen</i>	Date: 5/16/15	Division Manager:	<i>Marylou Brown</i>	Date: 5/12/15	County Counselor's Office:		Date:
Department Director:	<i>[Signature]</i>	Date: 5/5/15											
Finance (Budget Approval): If applicable	<i>Mary Rasmussen</i>	Date: 5/16/15											
Division Manager:	<i>Marylou Brown</i>	Date: 5/12/15											
County Counselor's Office:		Date:											

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the _____ Fund in ____.
- There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance #
- Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:

- This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.
- This legislative action does not impact the County financially and does not require Finance/Budget approval.

Fiscal Note:

This expenditure was included in the Annual Budget.

PC# 16702015002

Date: May 5, 2015

RES # 18834

<u>Department / Division</u>	<u>Character/Description</u>	<u>Not to Exceed</u>
Park Enterprise Fund - 300		
<u>1670- Special Events</u>	<u>56080 Other Professional Services</u>	<u>52,500</u>
		<u>52,500</u>

Mary Rasmussen
Budgeting

ABSTRACT OF BIDS

NO	DESCRIPTION	UNIT	QTY	Sound Check Enterprises		AMOUNT	AMOUNT	AMOUNT	AMOUNT
				AMOUNT	AMOUNT				
BID NO: 26-15 DATE: 4/28/15 COMMODITY: Installation and Removal of an Outdoor Stage, Audio, Light and Video Equip.									
1	Option A: Video Component Option 1				48,000.00				
2	Option A: Video Component Option 2				52,500.00				
3	Option B: Video Component Option 1				37,000.00				
4	Option B: Video Component Option 2				41,500.00				

CERTIFICATION OF BID OPENING
 BIDS WERE PUBLICLY
 OPENED AND RECORDED
 ON: April 28, 2015, BY
[Signature]
 CLERK OF THE LEGISLATURE
Barbara Cayano
 PURCHASING



**JACKSON COUNTY
Parks + Rec**

22807 Woods Chapel Road
Blue Springs, Missouri 64015
MakeYourDayHere.com

Res. 18834

Michele Newman, Director
(816) 503-4800
Fax: (816) 795-1234

MEMORANDUM

To: Barbara Casamento, Purchasing
From: Mark Trosen, Deputy Director of Park Operations
Date: May 4, 2015
Re: Stage/Sound/Lighting for July 4th event

Barbara,

We would like to award the Stage/Sound/Lighting contract to Soundcheck Enterprises in the amount of \$52,500 for Jackson County's "Big Bang" Fourth of July Celebration. Please use account # 300-1670-56080.

Let us know if any additional information is needed.



Michael D. Sanders, County Executive



Production Service Agreement

OPTION A
VIDEO COMPONENT
OPTION #2

Date	Contract #
4/28/2015	2898
P.O. No.	1670-027496

Purchaser Information		
Phone	816-503-4821	E-mail mcaldwell@jacksonsgov.org
Fax		Alt. Email Mark Trosen
Alt.#	816-503-4803	
Contact: Michele Newman		

Description	Qty	Cost	Total
Event Date: July 4, 2015 Contact Name: Marcy Venue Name: Longview Lake Park Shelter 13 Area Address: KC, MO			
Event Name: Jackson County 4th of July Celebration			
Sound Check Enterprises, Inc. (refer to from here on as SCE) agrees to provide:			
Audio System (JBL Vertec 4888 Line Array w/ SCS Sub Pack, (2) Avid SC48, Amps/Fx, Mic/Stand/Cable Pack, MON System) See Manifest.	1	0.00	0.00
Audio System Delay Stack Enclosure (Delay System includes amps/cable/xover)	4	0.00	0.00
Lighting Package (60k Pack w/ dimming/control/cable/gel, (2) follow spots + (LED Panels weather permitting)	1	0.00	0.00
Stage/line SL320 Hydraulic Stage Package (drum riser, skirt, stair unit(s))	1	0.00	0.00
Purchaser will provide (2) 10' x 15' Logo Banners (blow through) and SCE will provide Scaffold or alternative means to facilitate hanging the Logo Banners.	1	0.00	0.00
9' x 17' Rock Series RK 10S Video Wall	3	0.00	0.00
Cannon XL2 Camera	3	0.00	0.00
Roland Switcher	1	0.00	0.00
MAC Book Pro	1	0.00	0.00
Low Profile Trailer w/ Rotating Mast and Outrigger	3	0.00	0.00
Camera Operator	3	0.00	0.00
Video Director	1	0.00	0.00
Labor Package (for SCE's exclusive use)	1	0.00	0.00
Spot Light Operator	2	0.00	0.00
Generator (for SCE's exclusive use)	1	0.00	0.00
Labor for the Artist(s) will not exceed (4) people for a total of (4) hours	1	0.00	0.00
Technician Package	1	0.00	0.00
Equipment Transportation	1	0.00	0.00
		0.00	0.00

Purchaser agrees to provide: Unless other arrangements are noted and agreed to, the following is in order:

Phone #	Fax #	E-mail	Web Site
(816) 966-1520	(816) 966-1514	info@soundcheckenterprises.com	www.soundcheckenterprises.com

Total



Production Service Agreement

Purchaser Information			
Jackson County Michele Newman 22807 Woods Chapel Rd Blue Springs, MO 64012	Phone 816-503-4821	E-mail mcaldwel@jacksongov.org	Contract # 2898
	Fax 816-503-4803	Alt. Email Mark Trosen	P.O. No. 1670-027496
Contact: Michele Newman			

Description	Qty	Cost	Total
<p>PAYMENT: 50% deposit upon execution of agreement. Remaining balance due prior to SCE load in. ALL PAYMENTS MUST BE IN THE FORM OF CERTIFIED FUNDS. A 4% courtesy fee will be assessed to all credit card payments. Wire Transfers will reflect a \$7.00 processing fee.</p> <p>CATERING PACKAGE: Catering for all SCE employees. Breakfast (if/when SCE is on site during this morning time), LUNCH & DINNER + WATER FOR ALL LOAD IN DAY(S), EVENT DAY(S), AND LOAD OUT DAY(S).</p> <p>SECURITY PACKAGE: Security for SCE equipment and personnel.</p> <p>Truck Access and parking at no charge to SCE. Acceptable Roof & Logo Banner Ballast at no charge to SCE. SCE must be able to drive truck(s) to the Stage Site and Purchaser assumes all liability for damages (including turf and landscaping) claimed to have been suffered and holds SCE and their Representatives/Employees harmless.</p>	1	0.00	0.00
<p>SCE reserves the right to void any agreement if not returned promptly. Payments are non-refundable and must be in certified funds.</p> <p>CONFIDENTIALITY: This message is intended only for the use of the individual or entity to which it is addressed and may contain information that is privileged, confidential, and exempt from disclosure under applicable law. You are hereby notified that any dissemination, distribution, or copying of this communication is strictly prohibited.</p> <p>FORCE MAJEURE: Should any circumstance occur beyond the control of SCE, including but not limited to strikes, riots, epidemics, accidents, acts of God, illness, adverse or dangerous weather conditions, and failure of transportation or equipment, SCE shall not be held liable for any loss, damage, or expense claimed to have been suffered as a result.</p> <p>SCE reserves the right at all times to control the means by which this production service is executed in regards to SCE personnel, equipment substitutions, and acquiring subcontractors. SCE not liable for damages claimed to have been suffered by event delays/cancellations/equipment and personnel related issues, directly or indirectly associated with SCE. Purchaser (and all their Agents) agree to release and hold harmless SCE (and all their Agents) from any claim of, including but not limited to, injury or death directly or indirectly resulting from Equipment and Personnel provided by SCE, damages claimed to have been suffered by a delayed or cancelled event due to weather, osha, inspectors, officials, electroicians, and similar people/organizations by determining the Temporary Production Systems will not be allowed. Terrain & Pathway must be acceptable for Trucks, Load In/Out, and Equipment Set Up.</p> <p>Purchaser is responsible for all necessary permit(s), insurance, license(s), and tax(es). Purchaser shall not hold SCE responsible or liable for damages, including turf, claimed to be a result of trucks, equipment, and personnel. Purchaser is responsible for security, liability, safety, damages and theft of equipment. Failure on the part of the Purchaser to fulfill the stated terms and conditions may result in a delay or cancellation of the event and full balance payment is due. Payments are non-refundable.</p>	1	0.00	0.00

Phone # (816) 966-1520			Fax # (816) 966-1514	E-mail info@soundcheckenterprises.com	Web Site www.soundcheckenterprises.com
Total					



Production Service Agreement

Date	Contract #
4/28/2015	2898
P.O. No.	1670-027496

Purchaser Information	
Jackson County Michele Newman 22807 Woods Chapel Rd Blue Springs, MO 64012	816-503-4821 816-503-4803
Phone	E-mail mcaldtwell@jacksongov.org
Fax	Alt. Email Mark Trosen
Alt.#	
Contact: Michele Newman	

Description	Qty	Cost	Total
CANCELLATION: Less than 7 days from load in date will result in the full balance due to SCE. More than 7 days but less than 30 days, 50% of the balance will be due to SCE.	1	0.00	0.00T
SUB TOTAL (Equipment/Transportation)	1	0.00	0.00
SUB TOTAL (Technician/Warehouse/Administrative/On Site)	1	28,500.00	28,500.00
Sales Tax - Exemption Rule	1	24,000.00	24,000.00
End User- If you are the end user, you must provide a state issued Sales Tax Exemption Certificate at the time of execution of the agreement to remove the sales tax charge.	1	0.00	0.00T
Rental Equipment - If you are not the end user of the equipment, you must provide the proper document with your agreement to remove the sales tax charge.			
If the appropriate certificate is not on file with our office, you will be responsible for sales tax.			
By submitting your tax exemption document, you acknowledge that you are informed of all laws associated with the proper document and by submitting this document are to be relieved of any sales tax fees in accordance with your state.			
Authorized Signature _____ Date _____	1	0.00	0.00
Printed Name _____		0.00	0.00
Sales Tax		7.975%	0.00

Phone #	Fax #	E-mail	Web Site	Total
(816) 966-1520	(816) 966-1514	info@soundcheckenterprises.com	www.soundcheckenterprises.com	\$52,500.00