SUBJECT: JACKSONVILLE JAZZ FESTIVAL – TALENT BOOKING AND PRODUCTION AGENCY

BID #: ESC-0351-18 **OPEN DATE: 2018-01-10**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT – CONTRACT EXECUTION THROUGH JUNE 1, 2018, WITH TWO (2) THREE (3) YEAR RENEWAL OPTIONS

AGENCY: OFFICE OF SPECIAL EVENTS

BASIS OF AWARD: EVALUATION CRITERIA

NUMBER OF BIDS INVITED: 5 **NUMBER RECEIVED:** 3 **OTHER:** 2

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to ratify award from June 2, 2018 through date of award.

Recommend approval to utilize the first (1), three (3) year renewal option with AEG Presents. The period of service will be from date of award through June 1, 2021, with one (1) three (3) year renewal option remaining. The total requested expenditure for this period not-to-exceed $139,500.00, for a revised contract amount of $184,500.00.

Funding to be encumbered by accounts SPET01ASE-04938 and PRSE134SE-04904, to be executed by formal contract amendment (9808-04) through the Office of General Counsel.

ATTACHMENTS: Recommendation Memo, Vendor Letter, Previous Award

ANALYST: _____ CHELSEY FLEMING

RESPECTFULLY SUBMITTED: _____ GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Brent Fine, Special Events Manager

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING _____ MEMBERS DISAPPROVING _____ DATE: _____

_____ _____ OTHER: _____

_____ _____

_____ _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE _____

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

City of Jacksonville, Florida

Lenny Curry, Mayor

Office of Special Events
117 W. Duval Street
Jacksonville, FL 32202
(904) 630-3690
www.coj.net

ONE CITY. ONE JACKSONVILLE.

MEMORANDUM

TO: **Gregory Pease, Chief of Procurement**

FROM: **Brent Fine, Special Events Manager** BF

SUBJECT: **FY19 Talent Booking & Production – AEG Presents**

DATE: **September 27, 2018**

The Office of Special Events requests to exercise the first of two (2), three (3) year renewal options for ESC-0351-18, Jazz Festival Talent Booking & Production, provided by AEG Presents for the period beginning June 2, 2018 through June 1, 2021.

Attached is a written agreement from the vendor exercising the renewal option at the same price and terms and conditions.

A breakdown of the pricing for annual expenditures under this renewal option is below:

Year	Price
June 2, 2018 - June 1, 2019	$45,000
June 2, 2019 – June 1, 2020	$47,250
June 2, 2020 – June 1, 2021	$47,250

FUNDING SOURCE: SPET01ASE-04938 & PRSE134SE-04904

ATTACHMENTS:

- **ESC-0351-18, Award**
- **City Contract #9808-04**
- **Renewal Letter from Vendor**

AEG

PRESENTS

Mr. Brent Fine
City of Jacksonville
Office of Special Events
117 W. Duval Street, Suite 280
Jacksonville, FL 32202

Dear Mr. Fine,

On behalf of AEG Presents, SE LLC, I hereby express our wish to renew our agreement for ESC-0351-18-Jacksonville Jazz Festival – Talent Booking and Production Agency. Under this renewal, I confirm pricing will be kept effective from the date of the award through the renewed term. Period of service will be from June 2, 2018 through June 1, 2021.

Please let us know if you have any questions. We look forward to working with you!

Respectfully,

Scott Gartner
Manager of Corporate Events
(561) 681-5619
sgartner@aegpresents.com

SUBJECT: JACKSONVILLE JAZZ FESTIVAL – TALENT BOOKING AND PRODUCTION AGENCY

BID #: ESC-0351-18 OPEN DATE: 2018-01-10

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT – CONTRACT EXECUTION THROUGH JUNE 1, 2018, WITH TWO (2) THREE (3) YEAR RENEWAL OPTIONS

AGENCY: OFFICE OF SPECIAL EVENTS

BASIS OF AWARD: EVALUATION CRITERIA

NUMBER OF BIDS INVITED: 5 NUMBER RECEIVED: 3 OTHER: 2

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
On January 10, 2018, the City of Jacksonville, Procurement Division received three (3) valid bid responses for subject bid. The evaluation of the responses has been completed and scored as follows:

Vendor	RFP Evaluation Score
ADAMS ENTERTAINMENT & C3 PRESENTS	66.62
AEG PRESENTS	96.33
NESTE EVENT MARKETING	76.33

AEG Presents failed to submit proof of insurance coverages as required in the minimum requirements. Procurement has received the appropriate proof and requests to accept and waive the technicality as a minor irregularity.

Accordingly, recommend approval of award to the highest scoring respondent, AEG Presents. The period of service will be from contract execution through June 1, 2018, with two (2) three (3) year renewal options. The total requested expenditure not-to-exceed $45,000.00.

Funding to be encumbered by accounts SPET01ASE-04938 and PRSE134SE-04904, to be executed by formal contract through the Office of General Counsel.

ATTACHMENTS: Recommendation Memo, Scoring Sheet, Scope of Services, Pricing Tabulation, Evaluation Matrix

ANALYST: CHELSEY FLEMING

RESPECTFULLY SUBMITTED: GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Brent Fine, Special Events Manager

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 5 MEMBERS DISAPPROVING Ø DATE: 2/08/18

OTHER:

ACTION OF AWARDING AUTHORITY DATE 2/09/18

APPROVED DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No. 2015-05

QWS3270X 9/28/2018 1:42 PM
FAML6350 V5.1 ** NW COJ FAMIS PRODUCTION ** 09/28/2018
LINK TO: ACCOUNT SUMMARY INQUIRY 1:42 PM

FISCAL MO/YEAR : 12 2018 CURRENCY CODE :
INDEX CODE : SPET01ASE OFFICE OF SPECIAL EVENTS
SUBOBJECT : 04938 MISCELLANEOUS SERVICES & CHARGES
PROJECT :
PROJECT DETAIL :
GRANT :
GRANT DETAIL :
USER CODE :

S	SEPT 2018	ANNUAL BALANCE	ALL YEARS BALANCE
ESTIMATED REVENUES	.00	.00	.00
REVENUES	.00	.00	.00
UNREALIZED REVENUES	.00	.00	.00
BUDGET	.00	995,408.98	995,408.98
EXPENDITURES	20,933.82	911,461.09	911,461.09
ENCUMBRANCES	-17,787.52	21,510.88	21,510.88
PRE-ENCUMBRANCES	.00	.00	.00
REMAINING BALANCE	-3,146.30	62,437.01	62,437.01

F1-HELP F2-SELECT F4-PRIOR F5-NEXT
F9-LINK F10-PRIOR-MO F11-NEXT-MO

G014 - RECORD FOUND

QWS3270X 9/28/2018 1:42 PM
FAML6350 V5.1 ** NW COJ FAMIS PRODUCTION ** 09/28/2018
LINK TO: ACCOUNT SUMMARY INQUIRY 1:42 PM

FISCAL MO/YEAR : 12 2018 CURRENCY CODE :
INDEX CODE : PRSE134SE SPECIAL EVENTS
SUBOBJECT : 04904 TRUST FUND AUTHORIZED EXPENDITURES
PROJECT :
PROJECT DETAIL :
GRANT :
GRANT DETAIL :
USER CODE :

S	SEPT 2018	ANNUAL BALANCE	ALL YEARS BALANCE
ESTIMATED REVENUES	.00	.00	.00
REVENUES	.00	.00	.00
UNREALIZED REVENUES	.00	.00	.00
BUDGET	.00	1,201,290.53	16,553,037.99
EXPENDITURES	3,198.51	1,306,833.03	15,052,367.56
ENCUMBRANCES	10,845.99	71,507.09	100,374.50
PRE-ENCUMBRANCES	-14,044.50	.00	.00
REMAINING BALANCE	.00	-177,049.59	1,400,295.93

F1-HELP F2-SELECT F4-PRIOR F5-NEXT
F9-LINK F10-PRIOR-MO F11-NEXT-MO

G014 - RECORD FOUND