SINGLE SOURCE AWARD **BID # SS-12232-22**

Subject: STAGEHAND SERVICES FOR CONCERT PRODUCTION

Department: Parks, Recreation and Community Services Department, Office of Special Events

Description of Purchase:
Recommend approval of Single Source Award to UTP Productions, Inc. (IATSE Local 115) for stagehand services needed at Various City of Jacksonville hosted and produced events through the Office of Special Events. UTP Productions, Inc is the only provider employing local stagehand talent in the Jacksonville area meeting eligibility requirements in most regional and national performance contracts. Stagehands provide various aspects of technical support at concerts and events which require specific certifications/training (set changes, spotlight operation, etc.). Period of service will be from date of award through September 30, 2022. The total requested expenditure not to exceed $150,000.00.

Funding Source: 00113.133101.549040.000000.(multiple activities).00000.0000000 and 10302.133101.549006.000000.00000000.00000.0000000, to be executed by Purchase Order(s).

Single Source Award To: UTP Productions, Inc. (IATSE Local 115)

Price Justification: See Attached

Total Award: $150,000.00 **Requisition #** PRSP-501631-22

Attachments: Agency Memo; Single Source Form; Vendor Proposal

Certification as to Single Source: Daryl T. Joseph, Director, Parks, Recreation and Community Services Department

THE ABOVE PURCHASE IS RECOMMENDED FOR AWARD IN ACCORDANCE WITH CHAPTER 126.206.

ANALYST: Ruben Ola

Gregory Pease, Chief
Procurement Division

APPROVAL OF GENERAL GOVERNMENT AWARDS COMMITTEE

"ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS"

CHAIRMAN ***DATE***

ACTION OF AWARDING AUTHORITY

DATE: _____

APPROVED _____ **DISAPPROVED** _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

FORM GB-114, Revised 12/2007

City of Jacksonville, Florida

Daryl T. Joseph, Director

Parks, Recreation and Community Services Department
214 N Hogan Street, 4th Floor
Jacksonville, FL 32202
(904) 255-7907
www.coj.net

ONE CITY. ONE JACKSONVILLE.

February 18, 2022

TO: Greg Pease, Chief
Procurement Division

FROM: Daryl T. Joseph, Director
Parks, Recreation and Community Services Department

Subject: Single Source Request to UTP Productions, Inc, (IATSE Local 115) for Stagehand Services for Special Events

The Department of Parks, Recreation and Community Services, Division of Sports & Entertainment requests the Procurement Division grant a single source award to UTP Productions, Inc, (IATSE Local 115) for stagehand services needed at Varius City of Jacksonville hosted and produced events through the Office of Special Events.

UTP Productions, Inc is the only provider employing local stagehand talent in the Jacksonville area meeting eligibility requirements in most regional and national performance contracts. These stagehands must meet certain qualifications such as being unionized and receiving certain benefits (annuity charges, set wages, etc.) in order for the artists to agree to perform. Stagehands provide various aspects of technical support at concerts and events which require specific certifications/training (set changes, spotlight operation, etc.). These technical support services cannot be provided by the city's maintenance crew, or other labor providers due to the specialty training required.

Services shall be from the date of the award through September 30, 2022. Annual expenditures are not expected to exceed $150,000 and payments will be processed by Purchase Order releases from the assigned Contract Purchase Agreement.

Funding Source: 00113.133101.549040.000000 (multiple Activities).00000.0000000
10302.133101.549006.000000.00000000.00000.0000000

Attachments: Proposal from Supplier, Single Source Form

JMK

CC: Rene'e Harriman, Parks, Recreation and Community Services Department
Jennifer Malice Kelly, Sports & Entertainment

SINGLE SOURCE REQUEST

Pursuant to the City of Jacksonville Procurement Code § 126.206 & § 126.312, when requesting a purchase from a Supplier subject to the referenced sections, please complete this form to justify your request and submit to Procurement with applicable attachments

PROVIDE A SUMMARY OF THE SCOPE OF GOODS/SERVICES TO BE PROVIDED; IDENTIFY EACH ITEM, COMPONENT OR SERVICE BEING PROCURED (ATTACH QUOTE/PROPOSAL):

Stage hands are needed at the Jazz Festival to provide technical support including set changes, spotlight operations, sound checks etc. Stage Hands must meet certain qualifications such as being unionized and receiving benefits (annuity charges, set wages, etc) in order for the artists to agree to perform

PROVIDE A DETAILED JUSTIFICATION AS TO WHY THE REQUESTED GOODS/SERVICES CAN ONLY BE EFFICIENTLY AND EFFECTIVELY PROCURED THROUGH THE RECOMMENDED SINGLE SOURCE PROVIDER:

UTP Productions, Inc. is the only regional supplier employing local stagehands meeting the contractual requirements of the artists. Stagehands have specific qualifications, and this union is the only supplier which is certified to complete the labor required.

ASSERT THAT YOU HAVE RESEARCHED THE AVAILABILITY OF THE REQUESTED GOODS/SERVICES FROM OTHER SOURCES IN APPLICABLE MARKETS AND HAVE DISCUSSED AND EVALUATED THE SAME WITH COJ'S PROCUREMENT AND EBO DIVISIONS:

The Division of Sports & Entertainment has researched the availability of requested services. Given the contractual obligations, a single source award is needed for this service to be appropriately delivered

PROPOSED RATES

City of Jacksonville Division of Sports & Entertainment - Special Events

4. **RATES OF PAY:**

	08/03/21 to 09/30/22		10/01/22 to 09/30/23	
	HOURLY	PERF.	HOURLY	PERF.
STEWARD	$24.50	$98.00	$25.00	$100.00
HEAD RIGGER	$26.50	$106.00	$27.00	$108.00
RIGGER	$26.00	$104.00	$26.50	$106.00
HEAD OF DEPT. / EQUIP. OP	$24.00	$96.00	$24.50	$98.00
STAGEHANDS / WARDROBE	$23.50	$94.00	$24.00	$96.00
TRUCK LOADERS	$23.50	$94.00	$24.00	$96.00
BOARD OPERATOR	$27.00	$108.00	$27.50	$110.00

6. **FRINGE BENEFITS:**

HEALTH & WELFARE	13.0%	14.0%
ANNUITY	10.0%	10.0%

Requisition PRSP-501631-22

Requisitioning BU	PRSP: Sport and Entertainment	**Requisition Amount**	0 USD
Entered By	Jennifer Malice-Kelly	**Justification**	
Status	Approved	**Funds Status**	Reserved
Description	IATSE Local 115 Certified Stage labor for Concert Production		
Emergency Requisition	No		

Attachments

Title	File Name or URL	Description
FY22 IASTE Stage Hands_SS Requ	FY22 IASTE Stage Hands_SS Request.pdf	

Lines

Line	Item	Description	Category Name	Quantity	UOM	Price	Amount (USD)	Status	Funds Status
1		IATSE Local 115 Certified Stage labor for Concert Production	962.58 Professional Services (Not Otherwise Classified)	1	Job	0.00 USD	0	Approved	Reserved

Requester	Jennifer Malice-Kelly	**Supplier**	UTP Productions, Inc
Urgent	No	**Supplier Site**	Order/Remit
Requested Delivery Date		**Supplier Contact**	Saul Lucio
Deliver-to Location	Ed Ball 4th Floor Charge	**Contact Phone**	+1 (904) 713-7181
Deliver-to Address	214 North Hogan Street, 4th Floor, Jacksonville, FL 32202, Duval, United States	**Charge Account**	00113.133105.551010.000000.00000000.00000.0000000
Note to Buyer	Stage hands have specific qualifications, and this union is the only supplier which is certified to complete the labor required. Estimated Annual is $150,000		

I CERTIFY THAT FUNDS FOR THIS PURCHASE WERE AUTHORIZED AND PROVIDED FOR IN THE CURRENT BUDGET.