



Legislation Details (With Text)

**File #:** 23-5723      **Version:** 1      **Name:** Resolution - A Resolution authorizing contractual services for audio visual equipment rental and production management services in FY24, FY25 and FY26

**Type:** Resolution      **Status:** Passed

**File created:** 11/6/2023      **In control:** City Council

**On agenda:** 12/11/2023      **Final action:** 12/11/2023

**Title:** Resolution - A Resolution of the City Council of the City of Mansfield, Texas, Approving a Professional Services Contract Between the City of Mansfield, Texas and Ryan Kyle McGinnis DBA Emerald City Production in an Amount not to Exceed \$422,230.34 for Audio Visual Equipment Rental and Production Management Services in FY24, FY25 and FY26

**Sponsors:** Theresa Cohagen, Rosalie Gilbert

**Indexes:**

**Code sections:**

**Attachments:** 1. Resolution, 2. Exhibit A - Contract

Date	Ver.	Action By	Action	Result
12/11/2023	1	City Council	Approved	Pass
11/13/2023	1	City Council	Postponed	Pass

Resolution - A Resolution of the City Council of the City of Mansfield, Texas, Approving a Professional Services Contract Between the City of Mansfield, Texas and Ryan Kyle McGinnis DBA Emerald City Production in an Amount not to Exceed \$422,230.34 for Audio Visual Equipment Rental and Production Management Services in FY24, FY25 and FY26

Consider authorization of the contract.

Approval of the Resolution authorizing the contract for audio visual equipment rental and production management services.

The City of Mansfield has hosted festivals and events for many years. Since 2021, the number of events the city hosts have increased from 6-7 annually up to 9-12 annually. Annually recurring events include: Arts Week, Music Alley, Juneteenth, Mansfield Rocks, Veterans Day Parade & Salute, and Hometown Holidays, among others. The cost for audio visual equipment rental and production management services affiliated with each of these events and others produced each year is already part of the regular city budget process and general and HOT fund allocations.

The increasing number of events, and growth of regular events, has required staff to bid out audio-visual services for more and more events over the last two years, causing operational and financial inefficiencies:

- **This contract does not represent a change or increase in the budget in any way;** it simply packages the audio-visual services required for our regular city events into one contract.
- **Funds for this fiscal year have already been allocated** as part of the regular budget process.
- The Contract is written as a “not to exceed” contract. **We will only pay for the services we use.**
- Packaging all the events as **one multi-year contract allows the city to lock in pricing for three years now and saves significant staff time each year.**

- **There are multiple clauses allowing the city to terminate the contract without financial consequences;** if funds are not allocated for an event in any given year, or without cause with as little as 60-day notice.

Emerald City Production was selected for this contract based on their proposal submitted as part of an open RFP process. Pertinent parts of the RFP and their proposal are included as part of the proposed contract in the “Exhibit A” attachment to the Resolution. Bid and scoring information follows:

**Bids**

	<b>FY24</b>	<b>FY25</b>	<b>FY26</b>	<b>TOTAL</b>
Emerald City Production	144,625.00	151,856.25	159,449.09	<b>455,930.34</b>
FOH	79,082.00	79,082.00	79,082.00	<b>237,246.00</b>
4 Stage LLC	198,457.00	200,171.00	200,555.00	<b>599,183.00</b>

**Ratings**

	<b>Key Equipment, Service &amp; Personnel</b>	<b>Experience</b>	<b>Cost</b>	<b>Total</b>
Emerald City Production	4	4	5	<b>13</b>
FOH	2	4	1	<b>7</b>
4 Stage LLC	3	4	2	<b>9</b>

FY24 budgeted fund.

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