



# CITY OF CARSON

## Legislation Text

File #: 2022-080, Version: 1

### Report to Mayor and City Council

Tuesday, March 01, 2022

Consent

#### **SUBJECT:**

**CONSIDER APPROVAL OF AMENDMENT NO. 2 TO CONTRACT SERVICES AGREEMENT WITH DONALD ALAN SPRAGUE, DBA DON'S AUDIO-VISUAL SERVICES FOR THE CONGRESSWOMAN JUANITA MILLENDER-MCDONALD COMMUNITY CENTER (CITY COUNCIL)**

#### **I. SUMMARY**

On April 16, 2019 City Council approved a contract with Broadcast Support Inc. dba 5X5 AV ("Broadcast"), to provide on-call audio-visual services for the Juanita Millender-McDonald Community Center for an initial three-year term for a not-to-exceed contract sum of \$105,000 (\$35,000 annually) with one optional three-year extension at the City's sole discretion. A Contract Services Agreement (Exhibit No.1) was executed for the initial three-year term of January 1, 2019 through December 31, 2021.

On March 4, 2021 City Council approved a request, Amendment No. 1 (Exhibit No. 2) from Broadcast to transfer and assign its interest in the agreement to Donald Alan Sprague, a sole proprietor operating under the fictitious name Don's Audio Visual Services. Amendment No. 1 formally authorized the request and thereby made Don's Audio Visual Services the consultant under the Agreement retroactively as of January 1, 2020.

Staff now recommends that the City Council approve Amendment No. 2 (Exhibit No. 3), to exercise the City's option to the three-year extension for a not-to-exceed contract sum increase of \$90,000 (\$30,000 annually), bringing the total contract sum to \$195,000.

#### **II. RECOMMENDATION**

Take the following actions:

1. CONSIDER and APPROVE Amendment No. 2 for a three-year extension to the term of the Contract Services Agreement with Don's Audio Visual Services in an amount not-to-exceed \$90,000 (\$30,000 annually), for a total contract sum of \$195,000 AND
2. AUTHORIZE the Mayor to execute the Amendment No. 2 after approval as to form by the

City Attorney.

### **III. ALTERNATIVES**

TAKE another action the City Council deems appropriate.

### **IV. BACKGROUND**

On April 16, 2019 City Council approved a contract with Broadcast Support Inc. dba 5X5 AV ("Broadcast"), to provide audio-visual services for the Juanita Millender-McDonald Community Center for a three-year term for a not-to-exceed contract sum of \$105,000 (\$35,000 annually) with one optional three-year extension at the City's sole discretion. A Contract Services Agreement (Exhibit No.1) was executed for the service period of January 1, 2019 through December 31, 2021.

On March 4, 2021 City Council approved a request, Amendment No. 1 (Exhibit No. 2) from Broadcast to transfer and assign its interest in the agreement to Donald Alan Sprague, a sole proprietor operating under the fictitious name Don's Audio Visual Services. Amendment No. 1 formally authorized the request and thereby made Don's Audio Visual Services the consultant under the Agreement retroactively as of January 1, 2020.

Staff consulted with the City Attorney's Office to confirm whether the City needed to publish a new Request for Proposals (RFP) or exercise the three-year option since the original contract was transferred over to Don's Audio Visual Services. The City Attorney's Office deemed that the City could exercise the three-year option without having to go out to an RFP. Staff is also reducing the amount to \$90,000 for the next three years (\$30,000 annually), based on anticipated demand for future audio-visual services at the Carson Events Center. With the current AV and lighting upgrade to the Main-Halls and Carson-Dominguez Room there should be a reduction in on call AV services for those bookable spaces. It should be noted that staff did not bring forward this extension proposal sooner due to the uncertainty of future events at the Center because of changing and unpredictable COVID-19 pandemic restrictions and health protocols.

Staff recommends that the City Council approve Amendment No. 2 (Exhibit No. 3), a three-year extension to the Contract Services Agreement with Don's Audio-Visual Serves to provide continued on-call audio visual products and services from January 1, 2022 through December 31, 2024. The proposed contract sum increase is not-to-exceed \$90,000 (\$30,000 annually) for the additional three-year term.

### **V. FISCAL IMPACT**

No additional funds are being requested at this time. Funds for audio-visual services were included in the FY 2021-2022 adopted budget in account #101-90-930-7002. Costs associated with services are a pass through from clients and are budget neutral.

### **VI. EXHIBITS**

1. Original Contract Services Agreement Broadcast Support Inc. (Pgs. 4-64)
2. Amendment No 1. (Pgs. 65-76)
3. Amendment No. 2 (pgs. 77-81)

Prepared by: Adrian Reynosa, Community Center Manager