

A G E N D A



Recommendation for Council Action (Purchasing)

Austin City Council	Item ID:	19786	Agenda Number	26.
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Meeting Date:	November 1, 2012
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Department:	Purchasing
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Subject

Authorize award, negotiation, and execution of a 60-month revenue contract with FREEMAN AUDIO VISUAL SOLUTIONS, INC. to provide audio visual and rigging services for the Austin Convention Center Department for a total estimated contract revenue of \$2,500,000.

Amount and Source of Funding

Estimated net revenue will be included in the Fiscal Year 2012-2013 Operating Budget of the Austin Convention Center Department.

Fiscal Note

There is no unanticipated fiscal impact. A fiscal note is not required.

Purchasing Language:	Sole proposal received.
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Prior Council Action:	
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For More Information:	Sai Xoomsai, Senior Buyer, 972-4016
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Boards and Commission Action:	
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MBE / WBE:	This contract will be awarded in compliance with Chapter 2-9C of the City Code (Minority-Owned and Women-Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified; therefore, no goals were established for this solicitation.
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Related Items:	
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Additional Backup Information

This contract will provide quality audio visual and rigging services for trade shows, banquets, family entertainment, convention events, sporting events, etc., at the Austin Convention Center Department (ACCD). The Austin Convention Center Department is comprised of the Austin Convention Center (ACC) and the Palmer Events Center (PEC). The work will include equipment rentals, equipment set-up, equipment support, sales, and customer service for ACCD Lessee, as well as technical expertise, labor and advice to ACCD staff and Lessee. Freeman Audio Visual Solutions, Inc. will provide local office and support, maintain, and manage all activities associated with the sale, installation, operation, and removal of services and equipment as requested by the Lessee. Freeman Audio Visual Solutions, Inc. will be responsible for marketing their services and equipment to Lessees. The City will make every effort to assist in educating Lessees of the availability of the contractors services and equipment, but Lessees are at all times entitled to engage the audio visual and rigging services provider of their choice.

The scope of work consists of providing professional services as a "Preferred Provider" on a "Non-Exclusive" basis for ACCD events.

- a) Non-Exclusivity (preferred) to patch into in-house sound systems and equipment, including public address systems, on the behalf of another audio visual service providers
- b) Non-Exclusivity (preferred) to provide other audio visual services
- c) Non-Exclusivity (preferred) to provide or facilitate rigging services, including both labor and rental equipment (e.g. chain hoists, truss, etc.)

ACC is one of the most technologically advanced convention centers in the country. Stretching over six city blocks, comprised of 881,400 gross square feet, the ACC offers 246,097 square feet of column free exhibit space divisible into five contiguous halls. The Grand Ballroom is one of the largest in Texas, with 43,300 square feet and enough space for over 3,000 guests and Clients. The ACC has 54 meeting rooms and show offices that offer 61,440 square feet located on all four levels.

PEC is located in a park setting and adjacent to the Long Center for the Performing Arts, which provides a home and venue for performing arts organizations. The PEC is 130,000 square feet, with a 70,000 square foot exhibit area capable of subdivision into two smaller exhibit areas that can be used simultaneously. The facility has two major entrances to serve each simultaneous event, one from the north adjoining Riverside Drive and the other adjacent to Barton Springs Road. The PEC is a smaller events type of facility that caters to local public events that are not large enough to utilize the ACC. In addition, there are a series of meeting rooms of approximately 7,000 total square feet used by smaller groups.

The ACCD averaged, over the past five years, approximately 270 events per year with attendance between 1,000 and 25,000 guests over consecutive days. In addition, the ACC provides space to major conventions, consumer shows, trade shows, sporting events, meetings, and galas for the community.

To ensure, the continued growth and success of ACCD, the evaluation panel consisted of professional and managerial staff from the Convention Center Department. They are experts in the industry and recommended Freeman Audio Visual Solutions, Inc. In addition, the recommended awardee has excellent references and many years experience in providing these services.

MBE/WBE solicited: 6/4

MBE/WBE bid: 0/0

PROPOSAL ANALYSIS

- a. Sole proposal. The solicitation was originally advertised for a period of twenty-three days and the proposal closing was extended twenty-three days in an attempt to increase Vendor interest. Other Vendors were contacted and made a business decision not to submit a bid.
- b. One hundred and forty-one notices were sent, including 6 MBEs and 4 WBEs. One proposal was received. The MBE's/ WBEs did not respond.

