

APPROVED
MAY 13 2013

REPORT OF GENERAL MANAGER

NO. 13-136

DATE May 13, 2013

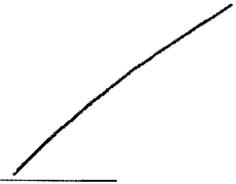
**BOARD OF RECREATION
& PARK COMMISSIONERS**

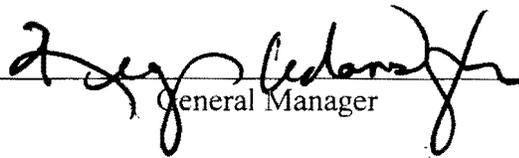
C.D. 14

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: PERSHING SQUARE – ENCUMBRANCE OF FUNDS FOR PROFESSIONAL BOOKING AGENT SERVICES

R. Adams _____	*K. Regan <u></u>
H. Fujita _____	M. Shull _____
V. Israel _____	N. Williams _____

Approved 


General Manager

Disapproved _____

Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Authorize an encumbrance of \$75,000.00 for Contract No. 3344, David M. Hewitt dba DMH Enterprises, from Fund 301, Department 88, Municipal Recreation Program (MRP) account 015M for professional booking agent services; and,
2. Authorize an encumbrance of \$75,000.00 for Contract No. 3345, Jumbo Shrimp Circus, from Fund 301, Department 88, Municipal Recreation (MRP) account 015M for professional booking agent services; and
3. Authorize the payment of encumbered funds as services are provided in accordance with the terms and conditions on the existing contracts; and
4. Authorize the Department of Recreation and Parks' Chief Accounting Employee to make technical corrections as necessary to carry out the intent of this Board Report.

SUMMARY:

For the past fifteen (15) years Pershing Square has held a Summer Concert Series. The concert series is very popular and boasts an attendance of tens of thousands of patrons during a six (6) week summer period year after year. This year the Summer Concert Series will take place between July 1 and August 29 and is expected to draw similar attendance figures. Additionally, due to the

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popularity of the concert series, the program is being expanded to include more special events (including, but not limited to, Downtown On Ice, The Mobile Youth Theatre Company, and various other holiday events) involving musical entertainment throughout the year. Due to the strong public response to these events, staff is seeking to have more programming.

Currently, the Department contracts with booking agents David M. Hewitt dba DMH Enterprises and Jumbo Shrimp Circus Inc., to book and pay the various performers (Contract Nos. 3344 and 3345 respectively). However, it has been determined that a funding amount, which is above the limits in the existing contracts, is needed in order to support this expanded programming. Both of the contracts are essentially identical and provide for no more than \$33,000.00 annually to be spent during each year of the contracts, which have now been extended to February 28, 2014. A Board Report is being prepared to amend these contracts to increase the dollar limit and to extend the term of the contract until June 30, 2014. A Request for Proposal (RFP) is currently under development to select new booking agents in the future.

In order, to be able to continue the events for the current and next fiscal years and have a mechanism by which to pay the performers, staff requests to encumber \$75,000.00 for DMH Enterprises and \$75,000.00 for Jumbo Shrimp Circus Inc., for a total of \$150,000.00. If approved, the booking agents will receive payment in accordance with the existing terms and conditions of their contracts.

FISCAL IMPACT STATEMENT:

Approval of this report will result in no impact to the General Fund as the funds will be taken from the Pershing Square MRP (301/88/015M).

Report prepared by Olujimi A. Hawes, Management Analyst II, Metro Region.