

**DATE:** June 15, 2012  
**MEETING OF:** June 26, 2012  
**FROM:** Staff  
**RE:** **ACTION ITEMS X.4 – Sound & Lighting Agreement**

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### **BACKGROUND**

The previous 3 year contract for sound & lighting during the annual Santa Cruz County Fair expired in 2010; the contract was extended for 1 year for 2011 because staff did not have time to implement the RFP procedure. This year, staff developed an RFP to solicit bids for a new one year contract with options for four 1-year renewals to provide sound & lighting during the annual fair.

RFP's were sent to four (4) potential bidders and a press release was distributed by Steve Stagnaro and posted on the Fair's web site advertising the opportunity to bid.

One proposal was received from Bel-Aire Productions, Inc.

### **FISCAL IMPACT**

2011 sound & lighting cost \$11,760. The bid for 2012 is \$13,000.

### **STAFF RECOMMENDATION**

That the Board approves a motion to adopt the new Sound and Lighting agreement with Bel-Aire Productions, Inc.

### **ATTACHMENTS**

- Standard Agreement 2012-25.

AGREEMENT NUMBER <b>2012-25</b>
REGISTRATION NUMBER <b>77-0392342</b>

1. This Agreement is entered into between the State Agency and the Contractor named below:

STATE AGENCY'S NAME  
 Santa Cruz County Fair / 14<sup>th</sup> District Agriculture Association

CONTRACTOR'S NAME  
 Bel-Aire Productions, Inc.

2. The term of this Agreement is: **9/11/2012** through **09/16/2012**  
 September 11, 2012 through September 16, 2012

3. The maximum amount of this Agreement is: **\$ 13,000.00**  
 Thirteen Thousand Dollars and 00/100 ----

4. The parties agree to comply with the terms and conditions of the following exhibits which are by this reference made a part of the Agreement.

Exhibit A – Scope of Work	1 page(s)
Exhibit B – Budget Detail and Payment Provisions	0 page(s)
Exhibit C* – General Terms and Conditions	4 page(s)
Check mark one item below as Exhibit D:	
<input type="checkbox"/> Exhibit - D Special Terms and Conditions (Attached hereto as part of this agreement)	page(s)
<input checked="" type="checkbox"/> Exhibit - D* Special Terms and Conditions	24 page(s)
Exhibit E – Additional Provisions #2012-03 RFP	

Items shown with an Asterisk (\*), are hereby incorporated by reference and made part of this agreement as if attached hereto.  
 These documents can be viewed at [www.ols.dgs.ca.gov/Standard+Language](http://www.ols.dgs.ca.gov/Standard+Language)

**IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.**

<b>CONTRACTOR</b>		California Department of General Services Use Only
CONTRACTOR'S NAME (if other than an individual, state whether a corporation, partnership, etc.) Bel-Aire Productions, Inc.		
BY (Authorized Signature) 	DATE SIGNED (Do not type)	
PRINTED NAME AND TITLE OF PERSON SIGNING Miki Hall, General Manager		
ADDRESS 1202 Lincoln Avenue, Suite 101, San Jose, CA 95125		
<b>STATE OF CALIFORNIA</b>		
AGENCY NAME Santa Cruz County Fair/14 <sup>th</sup> DAA		
BY (Authorized Signature) 	DATE SIGNED (Do not type)	
PRINTED NAME AND TITLE OF PERSON SIGNING Dave Kegebein, Interim Manager		
ADDRESS 2601 East Lake Avenue, Watsonville, CA 95076		
		<input type="checkbox"/> Exempt per:

**EXHIBIT A  
 (Interagency Agreement)**

**SCOPE OF WORK**

1. Bel-Aire Productions, Inc. agrees to provide the following services:

Bel-Aire Productions agrees to provide sound and lighting for the Santa Cruz County Fair to be held on the fairgrounds of the 14<sup>th</sup> District Agricultural Association, 2601 East Lake Avenue, Watsonville, CA 95076-1498. All sound and lighting needs are listed in the attached RFP #2012-03

2. 14<sup>th</sup> District Agriculture Association/ Santa Cruz County Fair agrees to provide the following services:

The 14<sup>th</sup> DAA will provide transport for equipment and personnel. The 14<sup>th</sup> DAA will also provide one 10x10 canopy for amphitheater console area. The 14<sup>th</sup> DAA will pay Bel-Aire Productions, Inc. \$13,000.00 for their services in 2012-2013; \$13,500.00 from 2014-2015; and \$14,000.00 for 2016.

\*\*Make check payable to Bel-Aire Productions, Inc. \*\*

3. The project representatives during the term of this agreement will be:

State Agency: 14 <sup>th</sup> DAA/ SCCF	Contractor: Bel-Aire Production, Inc.
Name: Dave Kegebein, Fair Manager	Name: Miki Hall
Phone: (831) 724-5671	Phone: (408) 288-7790
Fax: (831) 761-5827	Fax:

Direct all inquiries to:

State Agency: 14 <sup>th</sup> DAA/SCCF	Contractor: Bel-Aire Productions, Inc.
Section/Unit: Office Manager	Section/Unit: General Manager
Attention: Emily Grunewald	Attention: Miki Hall
Address: 2601 East Lake Ave, Watsonville	Address: 1202 Lincoln Ave, Suite 101, San Jose
Phone: (831) 724-5671, ext. 202	Phone: (408) 275-6325
Fax: (831) 761-5827	Fax:

**AGREEMENT SUMMARY**  
STD 215 (Rev 4/2002)

AGREEMENT NUMBER <b>2012-25</b>	AMENDMENT NUMBER
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CHECK HERE IF ADDITIONAL PAGES ARE ATTACHED

1. CONTRACTOR'S NAME <b>Bel-Aire Productions, Inc</b>	2. FEDERAL I.D. NUMBER <b>77-0392342</b>
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3. AGENCY TRANSMITTING AGREEMENT <b>Santa Cruz County Fair</b>	4. DIVISION, BUREAU, OR OTHER UNIT <b>14<sup>th</sup> District Agriculture Association</b>	5. AGENCY BILLING CODE
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6. NAME AND TELEPHONE NUMBER OF CONTRACT ANALYST FOR QUESTIONS REGARDING THIS AGREEMENT

7. HAS YOUR AGENCY CONTRACTED FOR THESE SERVICES BEFORE?  
 NO       YES (If YES, enter prior contractor name and Agreement Number)      **Bel-Aire Productions, Inc. Fair 2008-57**

8. BRIEF DESCRIPTION OF SERVICES - LIMIT 72 CHARACTERS INCLUDING PUNCTUATION AND SPACES  
 Contractor will provide all sound and lighting for the 2012-2016 Fair.

9. AGREEMENT OUTLINE (Include reason for Agreement: Identify specific problem, administrative requirement, program need or other circumstances making the Agreement necessary; include special or unusual terms and conditions.)  
 Bel-Aire Productions agrees to provide sound and lighting for the Santa Cruz County Fair to be held on the fairgrounds of the 14<sup>th</sup> District Agricultural Association, 2601 East Lake Avenue, Watsonville, CA 95076-1498. All sound and lighting needs are listed in the attached RFP #2012-03.

10. PAYMENT TERMS (More than one may apply.)  
 MONTHLY FLAT RATE       QUARTERLY       ONE-TIME PAYMENT       PROGRESS PAYMENT  
 ITEMIZED INVOICE       WITHHOLD \_\_\_\_\_ %       ADVANCED PAYMENT NOT TO EXCEED \$ \_\_\_\_\_ or \_\_\_\_\_ %  
 REIMBURSEMENT/REVENUE  
 OTHER (Explain)

11. PROJECTED EXPENDITURES FUND TITLE	ITEM	F.Y.	CHAPTER	STATUTE	PROJECTED EXPENDITURES
					\$
					\$
					\$

OBJECT CODE	AGREEMENT TOTAL \$
OPTIONAL USE	AMOUNT ENCUMBERED BY THIS DOCUMENT \$
I CERTIFY upon my own personal knowledge that the budgeted funds for the current budget year are available for the period and purpose of the expenditure stated above.	PRIOR AMOUNT ENCUMBERED FOR THIS AGREEMENT \$
ACCOUNTING OFFICER'S SIGNATURE	DATE SIGNED
<i>[Signature]</i>	
	TOTAL AMOUNT ENCUMBERED TO DATE \$

12. AGREEMENT	TERM		TOTAL COST OF THIS TRANSACTION	BID, SOLE SOURCE, EXEMPT
	From	Through		
Original	9/11/2012	9/16/2012	\$ 13,000.00	N/A
Amendment No. 1			\$	
Amendment No. 2			\$	
Amendment No. 3			\$	
<b>TOTAL</b>			\$	

(Continue)

**AGREEMENT SUMMARY**

STD. 215 (Rev 04/2002)

## 13. BIDDING METHOD USED:

- REQUEST FOR PROPOSAL (RFP)  INVITATION FOR BID (IFB)  USE OF MASTER SERVICE AGREEMENT  
*(Attach justification if secondary method is used)*
- SOLE SOURCE CONTRACT  EXEMPT FROM BIDDING  OTHER *(Explain)*  
*(Attach STD. 821)* *(Give authority for exempt status)*

NOTE: *Proof of advertisement in the State Contracts Register or an approved form STD. 821, Contract Advertising Exemption Request, must be attached*

14. SUMMARY OF BIDS *(List of bidders, bid amount and small business status) (If an amendment, sole source, or exempt, leave blank)*

Bel-Aire Productions, Inc.

15. IF AWARD OF AGREEMENT IS TO OTHER THAN THE LOWER BIDDER, PLEASE EXPLAIN REASON(S) *(If an amendment, sole source, or exempt, leave blank)*

N/A

## 16. WHAT IS THE BASIS FOR DETERMINING THAT THE PRICE OR RATE IS REASONABLE?

N/A

17. JUSTIFICATION FOR CONTRACTING OUT *(Check one)*

- Contracting out is based on cost savings per Government Code 19130(a). The State Personnel Board has been so notified.  Contracting out is justified based on Government Code 19130(b). Justification for the Agreement is described below.

Justification:

N/A

18. FOR AGREEMENTS IN EXCESS OF \$5,000, HAS THE LETTING OF THE AGREEMENT BEEN REPORTED TO THE DEPARTMENT OF FAIR EMPLOYMENT AND HOUSING?

NO  YES  N/A

19. HAVE CONFLICT OF INTEREST ISSUES BEEN IDENTIFIED AND RESOLVED AS REQUIRED BY THE STATE CONTRACT MANUAL SECTION 7.10?

NO  YES  N/A

20. FOR CONSULTING AGREEMENTS, DID YOU REVIEW ANY CONTRACTOR EVALUATIONS ON FILE WITH THE DGS LEGAL OFFICE?

NO  YES  NONE ON FILE  N/A

21. IS A SIGNED COPY OF THE FOLLOWING ON FILE AT YOUR AGENCY FOR THIS CONTRACTOR?

A. CONTRACTOR CERTIFICATION CLAUSES  NO  YES  N/A  
 B. STD. 204, VENDOR DATA RECORD  NO  YES  N/A

22. REQUIRED RESOLUTIONS ARE ATTACHED

NO  YES  N/A

23. ARE DISABLED VETERANS BUSINESS ENTERPRISE GOALS REQUIRED? *(If an amendment, explain changes, if any)*

NO *(Explain below)*  YES *(If YES complete the following)*

DISABLED VETERAN BUSINESS ENTERPRISES: \_\_\_\_\_ % OF AGREEMENT

Explain:

- Good faith effort documentation attached if 3% goal is not reached.  
 We have determined that the contractor has made a sincere good faith effort to meet the goal.

## 24. IS THIS A SMALL BUSINESS CERTIFIED BY OSBCR?

NO  YES *(Indicate Industry Group)* Non-Manufacturer, Service

SMALL BUSINESS REFERENCE NUMBER  
2584

25. IS THIS AGREEMENT (WITH AMENDMENTS) FOR A PERIOD OF TIME LONGER THAN ONE YEAR? *(If YES, provide justification)*

NO  YES

This agreement is a five year agreement starting in 2012 and ending in 2016.

***I certify that all copies of the referenced Agreement will conform to the original Agreement sent to the Department of General Services.***

SIGNATURE/TITLE

DATE SIGNED

