

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team
at MileHighOrdinance@DenverGov.org by **3:00pm on Monday**.

****All fields must be completed.****
Incomplete request forms will be returned to sender which may cause a delay in processing.

Date of Request: 03/22/2013

Please mark one: Bill Request or Resolution Request

1. Has your agency submitted this request in the last 12 months?

Yes No

If yes, please explain:

2. Title: Ordinance request approving an amendment to existing agreement with SMG, CE93004 for stagehand staffing and payroll services.

3. Requesting Agency: Denver Arts & Venues

4. Contact Person: (With actual knowledge of proposed ordinance/resolution.)

- **Name:** Frank Delmonte
- **Phone:** 720-865-4233
- **Email:** frank.delmonte@denvergov.org

5. Contact Person: (With actual knowledge of proposed ordinance/resolution who will present the item at Mayor-Council and who will be available for first and second reading, if necessary.)

- **Name:** Frank Delmonte
- **Phone:** 720-865-4233
- **Email:** frank.delmonte@denvergov.org

6. General description of proposed ordinance including contract scope of work if applicable:

The SMG Stagehand payroll contract (CE93004) is a professional services contract to provide payroll and HR services for IATSE Local #7 stagehands in all Denver Arts & Venues facilities. The stagehand payroll services provider negotiates with the stagehand union and administers all payroll and HR Services for these employees. The contract was competitively bid in 2008 and awarded to SMG, the manager of the Colorado Convention Center (CCC). This stagehand payroll contract runs concurrently with the management agreement at the CCC (concluding on 12/31/14). Depending on the amount of activity in the venues, the contract provider incurs \$3.5M-\$4.5M in stagehand payroll expenditures per year, which are reimbursed by the agency. Denver Arts & Venues in turn invoices customers who use the stagehands for events in the venues and is reimbursed by those customers. This is largely a pass through expenditure for the agency.

This ordinance request is to amend the payroll tax rates (see 2013 rates below) set forth in Exhibit B (SMG Stagehand Payroll Administrative Markup) to this agreement to correspond to changes made in governing laws and regulations related to FICA requirements.

2013 rates:

SUI (SUTA) = 5.32%

FUTA = 0.68%

*****Please complete the following fields:*** (Incomplete fields may result in a delay in processing. If a field is not applicable, please enter N/A for that field.)

a. Contract Control Number: CE93004

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: _____

Date Entered: _____

- b. **Duration:** January 1, 2009 to December 31, 2014
- c. **Location:** Various Arts & Venues Denver facilities
- d. **Affected Council District:** Council District 8
- e. **Benefits:**
- f. **Costs:**

7. **Is there any controversy surrounding this ordinance?** (*Groups or individuals who may have concerns about it?*) **Please explain.** None that is known.

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: _____

Date Entered: _____