

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team
at MailHighOrdinance@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: 11/7/11

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: Arts & Venues Denver

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

- **Name:** Colin Lewis
- **Phone:** 720-865-4233
- **Email:** colin.lewis@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:** Colin Lewis
- **Phone:** 720-865-4233
- **Email:** colin.lewis@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 Arts & Venues Denver 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. 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. AVD in turn invoices customers who use the stagehands for events in the venues and is reimbursed by those customers. This ordinance request is an additional three year extension of the current agreement, which terminates on 12/31/2011. This is largely a pass through expenditure for the agency.

Per the provisions of the contract, the contract to manage the CCC was extended on 9/30/2011 for an additional three year term (concluding on 12/31/2014). SMG has indicated it will continue to provide stagehand payroll services for the agency (a renewal provision in the current contract) and this ordinance request simply adds expenditure cap to the current services contract (CE93004). As such, we request this approval on consent at the Business Workforce and Sustainability Committee.

- Amendment to Section 4 of Agreement, entitled "TERM" to read: January 1, 2009 (the effective date) and expire on December 31, 2014.
- Amendment to Section 6, Subsection 6.C. entitled "PAYMENT" to read "...in no event shall the City be liable under the terms of this Agreement for any amount in excess of the sum of Twenty Five Million Dollars (\$25,000,000.00).

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: _____

Date Entered: _____

*****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
- 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.

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EXECUTIVE SUMMARY

SMG, CE93004

Arts & Venues Denver requests amendment to existing contract with SMG to provide stagehand staffing and payroll services for Arts & Venues Denver facilities.

SMG charges Arts & Venues Denver a negotiated percentage markup over actual wages paid; SMG will negotiate future contract with Local 7 of the International Alliance of Theatrical and Stage Employees (IATSE) and will pay stagehands the rates negotiated in that contract. Event labor will be billed to AVD's tenants and will be reimbursed to AVD.

The SMG Stagehand payroll contract (CE93004) is a professional services contract to provide payroll and HR services for IATSE Local #7 stagehands in all Arts & Venues Denver 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. 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. AVD in turn invoices customers who use the stagehands for events in the venues and is reimbursed by those customers. This ordinance request is an additional three year extension of the current agreement, which terminates on 12/31/2011. This is largely a pass through expenditure for the agency.

Per the provisions of the contract, the contract to manage the CCC was extended on 9/30/2011 for an additional three year term (concluding on 12/31/2014). SMG has indicated it will continue to provide stagehand payroll services for the agency (a renewal provision in the current contract) and this ordinance request simply adds expenditure cap to the current services contract (CE93004). As such, we request this approval on consent at the Business Workforce and Sustainability Committee.

The following amendment will serve to accomplish this goal.

- Amendment to Section 4 of Agreement, entitled "TERM" to read: January 1, 2009 (the effective date) and expire on December 31, 2014.
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Revised 08/16/10