DENVER
ARTS & VENUES
STAGEHAND
SERVICES CONTRACT

REQUEST

Denver Arts & Venues (DAV) is seeking approval of a contract with SMG (dba ASM Global) to provide stagehand services, with associated management and payroll services, at the theaters and arenas owned by the City and as needed by the clients and events at these facilities.

SELECTION PROCESS

Denver Arts and Venues in conjunction with General Services Purchasing Division conducted an RFP (0603A-2023) for the solicitation of the stagehand management and payroll services. Three proposals were received and were reviewed by a panel which selected SMG based on financial considerations, qualifications, management experience and capacity to perform the required services.

GENERAL SCOPE OF SERVICES

- Services Provided:
  - Provision of stagehands and personnel, which includes:
    - Administrative and managerial services
    - Stagehand staffing, supervision, consulting and payroll administration
- Services Provided At:
  - Red Rocks Amphitheatre
  - Denver Coliseum
  - Arts Complex (including Ellie Caulkins Opera House, Buell Theatre and Boettcher Concert Hall
  - Services extend to any additional or future locations operated by DAV requiring stagehand services

GENERAL SCOPE OF SERVICES CONTINUED

- Contractor's Expertise:
  - Substantial industry knowledge and experience
  - Ability to provide stagehand, administrative, human resources and payroll support services

- Nature of Stagehand Work:
  - Load in, execution and load out of theatrical and musical performances
  - Roles may include truck loaders, pushers, riggers, carpenters, audio and lighting technicians
  - As with all facilities functions, stagehands play a critical role in the success of our business

CONTRACT TERMS

Contract Type:

- Time and material contract

Financial Terms:

- Reimbursement for:
  - Applicable stagehand payroll
  - Associated costs
  - Applicable taxes

*Charges include 3 percent profit markup to cover stagehand management and payroll services

CONTRACT TERMS CONTINUED

Cost Recovery:

- DAV charges tenants for services, resulting in over 90 percent of costs
- Unrecouped costs cover maintenance of venue-owned production equipment and infrastructure

Term:

- 3 years (Jan. 1, 2024 – Dec. 31, 2026)
- 2 additional 1-year renewal options through amendment

Initial Contract Amount:

- $30,000,000

DSBO Goal:

- The City has assigned a 1 percent MWBE goal on this solicitation. This goal was set because it is anticipated that approximately 86 percent – 90 percent of payments to the contractor will be stagehand costs such as wages/salaries, benefits and applicable taxes
- Consequently, the 1 percent goal is understood to have an effective impact of approximately 10 percent

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