



8

September 2, 1980

COMMUNITY/CONVENTION CENTER
CITY OF SACRAMENTO
SAM J. BURNS, GENERAL MANAGER

City Council
Sacramento, California

Honorable Members in Session:

SUBJECT: Crowd Control Services Contract
(Admission Services, Inc.)

SUMMARY

The City of Sacramento has three alternatives with reference to initiating a contract for crowd control services at the Sacramento Community Center and Memorial Auditorium. They are as follows:

- (a) Put the crowd control personnel under the direct control and supervision of the Community Center Administration, and make them employees of the City of Sacramento;
- (b) Put the existing contract out to bid;
- (c) Extend the existing contract with Admission Services, Inc.

It is our recommendation that the crowd control services contract currently existing between the Sacramento Community Center/Memorial Auditorium and Admission Services, Inc. be extended for the next 12 months.

We find no problems with Admission Services, Inc., at this time that would merit having to put this contract out to bid. Admission Services, Inc., at this time must request a rate increase of 9% for all employees, due to their union contract; there is no increase in the management fee, or in any other cost to the promoter (licensee). In discussing this matter with staff, we find that the pay increases requested for employees of Admission Services, Inc., over the last four years have been extremely reasonable. During the last three-year period, up until this year, the total request for wage increases has been 5% - 6.6%, which was awarded with last year's contract. Prior to that raise, there had been no wage increases whatsoever given to the Admission Services crowd control staff.

This re-negotiated contract would be in effect for 12 months.

APPROVED
BY THE CITY COUNCIL

(more)

SACRAMENTO, CALIFORNIA 95814 • (916) 449-5291

SEP 10 1980

OFFICE OF THE
CITY CLERK



A-80091

BACKGROUND INFORMATION

For the past four years the Sacramento Community Center and Memorial Auditorium have utilized the services of Admission Services, Inc., in providing crowd control services.

In evaluating crowd control service requirements for the Sacramento Community Center and Memorial Auditorium in 1974, it was staff's determination that it would be more economical to contract for these services. Costs for supervision, payroll and wage increases were taken into consideration in making the determination that this contract would best be put out to bid.

In 1975 the original crowd control contract was put out to bid within the City of Sacramento; at that time, we received only one firm bid submitted by Admission Services, Inc. In November of 1976 the City entered into a contract with Admission Services, Inc., to provide the Community Center and Memorial Auditorium with crowd control personnel. Since that time there have been minimal problems with Admission Services, Inc., in that they consistently provide us with good service in the crowd control area.

There have been no new crowd control/ushering service firms opening up in the city or county of Sacramento and Admission Services, Inc., at this time, is the only crowd control service firm which has a contract with Local B-66.

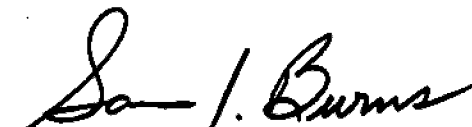
FINANCIAL DATA

The cost of crowd control personnel during events at the Community Center and the Memorial Auditorium is borne totally by the promoter and licensee. There is absolutely no cost to the Community Center or City of Sacramento for this service. As with all contracted services within the building, Center management scrutinizes costs to the promoter at all times in an effort not to create such a burden which would decrease promotion of events at the Sacramento Community Center Complex.

RECOMMENDATION


It is recommended that the City Council approve and direct the City Manager to enter into a contract for the City of Sacramento with Admission Services, Inc., to provide crowd control service personnel for the Sacramento Community Center Complex and Memorial Auditorium for the next 12 months. (contract attached)

Respectfully submitted,



Sam J. Burns, General Manager

Recommendation approved:



Walter J. Slupe, City Manager

September 10, 1980

SJB/bjk
Attachment

CROWD CONTROL AGREEMENT

THIS AGREEMENT entered into as of September 11, 19 80,
between the CITY OF SACRAMENTO, a municipal corporation, hereinafter called
"City", and ADMISSION SERVICES, INC.,
hereinafter called "Contractor".

The parties hereto mutually agree as follows:

1. Exhibits. The specifications, marked Exhibits "A" and "B",
attached hereto, are hereby made a part of and incorporated by reference
into this Agreement.

2. Scope of Agreement. The Contractor agrees to furnish all
labor as called for in Exhibit "B".

3. Agreement Amount and Payments. The charges for crowd control
services to the Sacramento Community Center Complex, inclusive of all costs,
shall be:

- (a) Ushers: \$5.32 (9% increase) per hour with a minimum call of
4 hours;
- (b) Ticket Takers: \$6.98 (9% increase) per hour with a minimum call
of 4 hours;
- (c) Crowd Directors: \$6.98 (9% increase) per hour with a minimum call
of 4 hours;
- (d) Door Guards: \$6.98 (9% increase) per hour with a minimum call of
4 hours;
- (e) Usher Captain: \$6.58 (9% increase) per hour with a minimum call of
4 hours.
- (f) Head Usher: \$7.98 (9% increase) per hour with a minimum call of
6 hours.

4. Length of Agreement; Renewal; Termination. The term of this
Agreement shall be for the period of twelve months commencing on
September 11, 1980 and terminating on September 10, 1981.

The Agreement may be renewed on the same terms and conditions on a
year-to-year basis after the initial term with the mutual consent of both
parties. Renewal shall be attached by written agreement executed by the

City and the Contractor not later than sixty (60) days prior to the expiration of the Agreement, or any renewal thereof.

Should the General Manager of the Sacramento Community Center, at any time, become dissatisfied with the Contractor's performance under the Agreement, he may, with the prior consent of the Council of the City of Sacramento, terminate the Agreement upon the giving of fifteen (15) days' written notice to the Contractor. Upon termination of the Agreement, the liability of the City shall be limited to those payments due to the Contractor for services performed by Contractor pursuant to the Agreement prior to the date of termination.

5. Contractor to Pay Prevailing Wages. The Contractor shall be required to pay any and all employees used upon the work at a rate of compensation equal to or above the prevailing rate paid for similar services in public or private employment in the Sacramento area.

6. Compliance with Laws. The Contractor shall act as an independent contractor insofar as the performance of services hereunder is concerned. To that end, the Contractor shall employ and direct such personnel as it requires to perform said services, shall secure any and all permits that may be required in order to perform the services herein contemplated, shall exercise full and complete authority over its personnel, shall comply with all workers' compensation, employer's liability and other Federal, State, County and Municipal laws, ordinances, rules and regulations required of an employer performing services as herein contemplated and shall make all reports and remit all withholdings or other deductions from the compensation paid its personnel as may be required by any Federal, State, County or Municipal law, ordinance, rule or regulation.

7. Method of Payment. The Contractor shall present to the Box Office Manager an itemized statement one hour before the conclusion of each event worked.

On the first day of each month, the Contractor must present to the Box Office Manager a statement itemizing all services rendered in the previous month with a total amount due. A draft will be issued within fifteen (15) days for all monies due.

8. Indemnity and Hold Harmless. Contractor agrees to indemnify City against any and all liability, losses, claims, demands, damages, or judgment arising from any act by, or negligence of, Contractor or its subcontractors or the officers, agents, or employees of either while engaged in the performance of this Agreement or while in or about the building or protected premises for any reason connected in any way whatsoever with the performance of this Agreement, or arising from any accident or injury, not caused by an act or omission of City, its agents, or employees or anyone employed by City other than this contractor, to any person, licensee, Contractor or subcontractor, or any officer, agent, or employee thereof while engaged in the performance of this Agreement, or while in or about the building or premises for any reason connected therewith.

Should it become necessary for purposes of resisting, adjusting, or compromising any claims or demands arising out of the subject matter with respect to which indemnification is provided by this paragraph or for purposes of enforcement of this paragraph, for City to incur any expenses, or become obligated to pay any attorneys' fees or court costs, Contractor agrees to reimburse City for such expenses, attorneys' fees, or costs within a reasonable time, in no event to exceed thirty (30) days, after receiving written notice from City of the incurring of such expenses, attorneys' fees, or costs.

Contractor shall pay City interest at an annual rate of seven percent (7%) compounded quarterly on all expenses or costs reasonably incurred by Contractor in the enforcement of this paragraph and of any sums Contractor may pay as a result of claims, demands, costs, or judgments with respect to the subject matter of this agreement, from the date such sums are actually paid.

City shall give Contractor fifteen (15) days' written notice of any claim with respect to the subject matter of this Agreement.

9. Contractor's Insurance.

(a) Comprehensive General Liability. The Contractor must provide broad coverage to include comprehensive general liability insurance, broad form property damage liability, contractual liability, and personal injury liability. The amount of the policy shall be no less than \$500,000

single limit per occurrence, issued by an admitted insurer as defined by California Insurance Code, providing that the City of Sacramento, County of Sacramento, Sacramento Community Center Authority, their officers, employees, and agents are to be named insureds under the policy, and the policy shall stipulate that this insurance will operate as primary insurance and that no other insurance effected by the City or other named insureds will be called on to contribute to a loss covered thereunder.

(b) Workers' Compensation. During the term of this Agreement, Contractor shall fully comply with the terms of the law of California concerning workers' compensation. Said compliance shall include, but not be limited to, maintaining in full force and effect one or more policies of insurance insuring against any liability Contractor may have for workers' compensation. Limits of coverage shall be at least \$300,000 for any one person. In the event the Contractor is self-insured, he shall furnish to City a Certificate of Permission to Self-Insure issued by the Department of Industrial Relations, Administration of Self Insurance.

(c) Certificate of Insurance. The Contractor shall have the City's standard Certificate of Insurance (attached) completed and filed with the City's Department of Finance within fifteen (15) days of the execution of this Agreement and prior to engaging in any operation or activity set forth in this Agreement. Said policies shall provide that no cancellation, major change in coverage, or expiration by the insurance company or the insured during the term of this agreement, without thirty (30) days' written notice to the City prior to the effective date of such cancellation or change in coverage.

Acceptance of the Insurance Certificate required under this Agreement does not relieve the Contractor from liability under the indemnity and hold harmless clause set forth in Paragraph 8 of this Agreement.

10. Dismissal of Unsatisfactory Employees. The Contractor shall employ persons who are competent and skilled in their respective line of work and whenever the Community Center Manager shall notify the Contractor that any person on the work force is, in his opinion, incompetent, unfaithful or disorderly, or refuses to carry out the provisions of this contract, or uses threatening or abusive language to any person on the work representing

the City, or is otherwise unsatisfactory, the Contractor shall remove the person from the work and he shall not be returned to the work unless the Contractor can give satisfactory assurances to the Community Center Manager that proper workmanship and proper conduct can be expected.

11. Performance Bond. At the time of signing the Agreement, the Contractor will be required to furnish a bond in the amount of \$1,000, in favor of the City of Sacramento, guaranteeing the fulfillment of the work specified. This bond shall run for the life of the Agreement.

12. Agreement Not to be Assigned. The whole or any part of this Agreement is not to be assigned without the consent of the City and no portion of the work required by this Agreement shall be subcontracted by Contractor without the prior consent of the City.

13. Suspension. Without affecting any right of cancellation or termination set forth in this Agreement, either party hereto may suspend this Agreement at any time because of strike of its personnel, war, the declaration of a state of national emergency, acts of God or the public enemy, or other cause beyond the control of such party, by giving the other party written notice of such suspension and reason for the same.

Payments to be made and services to be rendered hereunder shall be made and rendered to the date of such suspension and shall thenceforth cease until the period of such suspension has ended. Nothing herein contained shall prevent the City, in the event the Contractor suspends the operation of this Agreement, from securing the services herein contemplated from such other source as it so desires during the period of such suspension.

14. Non-Discrimination. The Contractor shall not discriminate in the employment of persons because of race, color, sex, national origin or ancestry, or religion of such person.

Contractor shall make a concerted effort to employ a work force at the premises specified in Paragraph 2 which is representative of the minority population of the City of Sacramento.

Contractor shall meet with the Community Center Manager or his designated representatives, within fifteen (15) days after the award of the contract and shall, within ninety (90) days after the said award, complete preparation of an affirmative action plan to achieve a fully

integrated work force, said plan to be acceptable to the Community Center General Manager. City hereby furnishes Contractor with data from the 1970 U.S. Census relating to percentages of minority population within the City of Sacramento (Exhibit "B"). The goals established in the affirmative action plan of Contractor shall not be construed as "quotas" but are the goals which Contractor will make a good faith effort to achieve, and which desirably might be exceeded. In the development of said plan, the Contractor and Community Center General Manager shall be guided by the U.S. Government Standards and Policies referred to in Presidential Executive Order No. 11246 and Order No. 4, adopted by the Office of Federal Contract Compliance and set forth in the Federal Register, Volume 35, Page 2586, February 5, 1970.

City may terminate the Agreement for failure by the Contractor to demonstrate, without good cause, compliance with or substantial progress toward the goals set forth in Contractor's approved affirmative action plan. Prior to any such termination, City shall give Contractor a notice of non-compliance and a sixty (60) day period thereafter within which to make progress, satisfactory to the City Council, toward compliance with the approved affirmative action plan.

15. Notices. All notices given or sent hereunder to the Contractor shall be sent by United States mail, postage prepaid, addressed to the address set forth on the signature page hereof or to such other addresses that the parties shall designate in writing from time to time. All notices given or sent to the City shall be sent by United States mail, postage prepaid, addressed as follows:

General Manager
Sacramento Community Center
1100 14th Street
Sacramento, California 95814

16. Contractor Not Agent. Except as City may specify in writing, Contractor shall have no authority, express or implied, to act on behalf of City in any capacity whatsoever as an agent. Contractor shall have no authority, express or implied, pursuant to this Agreement to bind City to any obligation whatsoever.

17. City Representative. The Manager of the Sacramento Community Center is the representative of the City and will administer this Agreement for the City.

18. Independent Contractor. At all times during the term of this Agreement, Contractor shall be an independent Contractor and shall not be an employee of City. City shall have the right to control Contractor only insofar as the results of Contractor's services rendered pursuant to this Agreement; however, except as herein provided, City shall not have the right to control the means by which Contractor accomplishes services rendered pursuant to this Agreement.

IN WITNESS WHEREOF, the parties hereto have signed this Agreement on the date set forth above.

CITY OF SACRAMENTO, a
municipal corporation

BY _____
CITY MANAGER

ATTEST:

CITY CLERK

DIRECTOR OF FINANCE

Budget No. _____

CONTRACTOR:

BY _____

ADDRESS _____

TELEPHONE _____

APPROVED AS TO FORM:

CITY ATTORNEY

EXHIBIT "A"

CROWD CONTROL STAFF

Contractor shall furnish ushers, ticket takers, crowd directors, door guards, usher captain(s) and head usher(s) (hereinafter referred to collectively as "Crowd Control Staff") in such numbers and for such duties as will be directed by City from time to time. Contractor will receive a monthly schedule of events. The approximate number of Crowd Control Staff needed for an event will be determined at least seven (7) days prior to the scheduled event, with at least a 48-hour final notice of last minute call-ins.

Contractor shall deliver to all Crowd Control Staff employees a copy of the following instructions for dress, duty and conduct. It is hereby intended by City and Contractor that noncompliance with these standards of dress, duty and conduct will constitute grounds for dismissal and termination of this Agreement. These rules may be amended, substituted, or deleted at the discretion of the City.

1. Dress and Grooming. All Crowd Control Staff will be required to wear a blazer or vest and identifiable name tag during all events held in the Sacramento Community Center. The blazers or vests and name tags will be provided by the Sacramento Community Center. Crowd Control Contractor will provide flashlights. Crowd Control Contractor must provide all other necessary dress as follows:

MEN

Black shoes (no excessive height)
Black socks
Black slacks
White shirt
Black tie
White gloves

WOMEN

Black shoes (no excessive height)
Neutral-shade nylons
Black skirt, or black slacks
White blouse, wing collar
Black scarf
White gloves

The Crowd Control Contractor will be responsible for uniforms. Items provided by the Sacramento Community Center will be checked out to the Crowd Control Contractor on a long-term basis, or for the period of time this Agreement is in force.

All Crowd Control Staff must be well groomed and neat and clean. Men will not wear their hair any longer than the bottom of their shirt collar or be of an extreme style. Mustaches and beards (if worn) must be neat and trimmed; no excessive styles such as Fu Manchu, waxed, etc. Sideburns must be no more than one inch below the ear lobes.

Women will not wear extreme hair styles or excessive makeup. No unusual jewelry shall be worn.

Crowd Control Staff must be in good physical health. Every attempt should be made to emphasize neatness and dignity.

2. Line-Up Procedures. All Crowd Control Staff will report to work 15 minutes before the doors open. Crowd Control Staff required to report earlier will be so designated and notified. All Crowd Control Staff will enter through the employees' entrance, check in and report to the line-up areas as designated. During line-up, instructions will be given to staff regarding any specific duties for the event. After line-up, Crowd Control Staff shall report directly to their assigned area.

3. Breaks. No breaks will be taken during four-hour shifts or less. All breaks are to be taken in the break room as designated. No breaks are to be taken by Crowd Control Staff until told to do so by the Event Supervisor. Breaks are to be no longer than ten minutes. All breaks will be completed five minutes before intermission and completion of the event or performance. Crowd Control Staff will remain at work area until dismissed by Supervisor.

4. Building Equipment Locations. All Crowd Control Staff will familiarize themselves with the locations of restrooms, first-aid room, offices, drinking fountains, concessions, check-rooms, public telephones, exits and fire equipment within the Sacramento Community Center Complex.

5. Seating and Tickets. Crowd Control Staff will familiarize themselves with the seating arrangements within the Sacramento Community Center Complex, as well as acquaint themselves with the ticket style prior to an event or performance.

6. Tips. Crowd Control Staff will not accept or solicit tips or gratuities of any kind.

7. Performance Facts. All Crowd Control Staff will be required to know about each performance that will be held within the Sacramento Community Center Complex in the near future.

8. Lost and Found. All Crowd Control Staff should turn in any lost articles (as soon as they are found) along with a note stating location (row, section, seat, etc.) to aid in identification.

9. Illness. All Crowd Control Staff should be ready at all times to assist a guest in case of illness. In case of minor illness, the guest should be given any immediate help he/she requests, such as being escorted to the lobby or restroom. As soon as this is completed and the guest is comfortable, notify management immediately. In case of serious illness (and as a general rule, unless the guest requests immediate help) Crowd Control Staff personnel should explain that he/she is going for medical assistance and then notify management immediately and obtain all necessary information, if possible, to prepare an accident report. An accident report will be made on all injuries, regardless of the extent of the injury.

10. Eating, Drinking, Etc. All Crowd Control Staff are to refrain from smoking, drinking, eating or chewing gum while on duty.

11. Panic. A panic situation is any in which evacuation of any part of the complex is necessary. This may be caused by fire, earthquake, etc. Crowd Control Staff is responsible for the rapid and safe evacuation of all guests. They should reassure the audience, by their actions, that the situation is under control; therefore, calmness is essential. Running and pushing cannot be permitted. Unnecessary crowding around the exits must be stopped. If the lights go out during a performance, Crowd Control Staff personnel should shine their flashlights on the stage area. This not only helps those on stage but also keeps the audience calm.

CROWD CONTROL STAFF DO'S AND DON'TS

DO'S

1. Be responsible for uniform and equipment.
2. Enter through employees' designated entrance only.
3. Adhere to check-in/check-out procedures as outlined.
4. Be punctual and in prescribed uniform at line-up time; carry and use flashlights as required.
5. Have a complete working knowledge of immediate area, the event being presented and other events in progress within the Sacramento Community Center Complex.
6. Give only correct information.
7. Understand and comply with management's special instructions.
8. Inform management of complaints, injury to guests or self, disorderly conduct, and any other discrepancies that arise.
9. Handle common problems; refer ticket problems to box office, disorderly conduct to security, injuries to first-aid.
10. Report to management any situations or incidents not covered by instructions.
11. Use initiative - do not wait for a situation to develop.
12. Cooperate and work with fellow employees and management.
13. Observe and follow the rules about time cards and location of breaks.
14. Remain at the work area assigned until permitted to leave or dismissed by supervisor.
15. Notify supervisor in ample time to be replaced when unable to come to work.
16. Immediately report any change of address or phone number to management.
17. Avoid excessive conversation with guests and other employees.
18. Practice and maintain safety habits and standards.
19. Aid in preventing the throwing of any missiles, etc.
20. Try to prevent the guests from bringing in cans or bottles.
21. Keep aisles, performance areas and other specified areas clear.
22. REQUEST POLICE ASSISTANCE ONLY AS A LAST RESORT.

CROWD CONTROL DO'S AND DON'TS

DON'TS

1. No gambling of any sort.
2. No drinking of alcoholic beverages before or during an event.
3. No using profanity in front of or to a guest or fellow employee.
4. No arguing with guests or fellow employees.
5. No horseplay, roughhousing, fighting or shoving of guests or fellow employees.
6. No smoking, eating, drinking or chewing gum while on duty or in view of guests.
7. No bunching up or grouping of employees while on duty.
8. No griping about, or making disrespectful comments, to the Licensee or his employees.
9. No accepting or soliciting tips or gratuities of any kind.
10. No soliciting or placing of handbills within the Sacramento Community Center Complex.
11. No accepting or asking for an unused ticket from the guests.
12. No associating or doing business with any scalper of tickets.
13. No permitting friends or family to enter the facility that do not have tickets.

HEAD USHER

- * Primary responsibility is the overall supervision of Crowd Control Staff.
Examples of duties:
 1. To become fully informed of the details of the event(s) or performance(s) to be presented in coordination with management, security, box office, etc.
 2. To check that portion of the facility to be used for the event and determine personnel requirements, placement and potential problem areas in conjunction with management.
 3. To discuss and resolve possible seating problems, ticketing changes, estimated crowd, arrival time, etc., with management.
 4. To schedule personnel as required.
 5. To determine personnel available for the event, walk the house (if necessary) to determine placement of personnel, possible hot spots and plan with management's approval for disposition of personnel to meet planned and unforeseen contingencies.

HEAD USHER (Continued)

6. To brief all Crowd Control Staff to insure that:
 - a. All have complete details of the event(s) or performance(s) including format, length, intermission (when and how long), other events within the Sacramento Community Center Complex.
 - b. Seats arranged and properly marked in required numbers.
 - c. Assignments are understood.
7. To conduct or direct conduct of line-up.
8. To check personal appearance of all Crowd Control Staff when reporting for work, and if not up to standards, determine if individual should be permitted to work.
9. To clear the house, making thorough check of all areas.
10. To check reports and time sheets.
11. To handle problems beyond the authority of Crowd Control Staff.
12. To be available to aid the Crowd Control Staff and be on the spot in case of problems.
13. To allow house to be open only after being sure Crowd Control Staff is ready, stage is set and lights are turned on.
14. Generally checking security throughout the event to insure doors are locked if they should be.
15. To secure the house after all guests have departed, check for damages, doors locked and Crowd Control Staff accounted for and properly checked out.
16. To keep management informed of Crowd Control Staff problems, unusual incidents, injuries and problems beyond the authority of Head Usher to resolve.

USHERS

* Primary responsibility is to place the correct guest in the proper seat according to ticket numbers and to keep unauthorized persons from sitting in incorrect seats. Examples of duties:

1. To be certain that each guest is met with a warm smile and a friendly attitude.
2. To check each ticket completely, noting date, time, color, event, section, row, seat, etc., and directing the guest to the correct seat.
3. To receive and act on complaints from guests or refer to Supervisor if unable to satisfy guest.
4. When noting bottles and cans in possession of guests, politely ask that they dispose of them. If the guest is not cooperative, refer to security.
5. To keep aisles, exits, etc., clear at all times.
6. To open and close doors before, during intermission and after the event(s) or performance(s) is over.
7. To be alert for any discrepancies that may occur and notify Supervisor.

8. To have all necessary equipment on self while on duty (badge, flashlight, etc.)
9. To stop people from throwing items or drinks.
10. If an injury or accident occurs, get the situation under control; then notify Supervisor and security.
11. To know seating for the facility.
12. To be familiar with the event(s) or performance(s) and schedule for the night and be able to answer questions.

TICKET TAKERS

* Primary responsibility is to receive an admission ticket or pass and quickly tell the guest which way to go, thus speeding up the seating of guests. It is important that the ticket taker be pleasant and patient with the guest, while at the same time, efficient in ticket handling and minimizing long lines that may form. Example of duties:

1. To be certain that each ticket or pass is valid by checking date, time, color, event, performance, etc.
2. To be certain that each guest who presents a valid ticket or pass gains admission.
3. To direct the guests in the general direction of their seating area.
4. To be certain that no one gains admittance who is not authorized.
5. To keep the lines of guests moving as rapidly as possible, within an accuracy range.
6. To notify guests, when noticeable, that cans and bottles are not allowed in the Sacramento Community Center Complex.
7. To count the number of tickets personally collected and to break the count down as instructed (paid, complimentary, etc.).

CROWD DIRECTORS

* Primary responsibility is to direct guests to their proper seating area; direct guests to various building facilities and be alert for the safety of guests. Examples of duties:

1. To greet guests with pleasant smiles and ask to see their ticket.
2. If guests have a ticket for another seating area, direct them to the proper area via the shortest route possible.
3. To keep guests moving, thus avoiding congestion which will eliminate traffic blocking stairways, ramps, aisles, etc.
4. Be alert for any discrepancies and report them immediately to Supervisor.

GUARDS

* Primary responsibility is the security of doorways, entrances not in use, exits, dressing rooms, performers entrances, etc. Examples of duties:

1. To insure that all fire doors are unlocked and padlocks and chains completely removed.
2. To deny entry to secured doorways.
3. To allow guests out of a doorway for exiting purposes, intermissions, emergencies, etc.
4. To be a control factor in exiting of guests, performers, employees, etc.
5. To secure areas such as backstage, performers' entrances, dressing rooms, locker rooms, etc.
6. To deny removal from the facility of merchandise, equipment, etc., without proper authorization from management.

EXHIBIT "B"

CITY OF SACRAMENTO

RACIAL COMPOSITION

1970 Census

White	187,494	73.7%
Negro	27,244	10.7%
Spanish Surname	19,844	7.8%
Asian American	16,851	6.6%
Indian	1,227	0.5%
Others	<u>1,753</u>	<u>0.7%</u>
	254,413	100.0%

RESOLUTION NO. 80-585

Adopted by The Sacramento City Council on date of

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH ADMISSION SERVICES, INCORPORATED, RELATING TO CROWD CONTROL AT THE SACRAMENTO COMMUNITY CENTER AND MEMORIAL AUDITORIUM

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SACRAMENTO:

That the City Manager is hereby authorized to execute that Agreement dated SEP 11 1980 with ADMISSION SERVICES, INCORPORATED, for crowd control services at the Sacramento Community Center and Memorial Auditorium.

MAYOR

ATTEST:

CITY CLERK

APPROVED
BY THE CITY COUNCIL

SEP 10 1980

OFFICE OF THE
CITY CLERK



CITY OF SACRAMENTO

OFFICE OF THE CITY CLERK

915 I STREET

CITY HALL ROOM 203

SACRAMENTO, CALIFORNIA 95814

TELEPHONE (916) 449-5428

LORRAINE MAGANA
CITY CLERK

Admission Services, Inc.
P.O. Box 19493
Sacramento, CA 95819

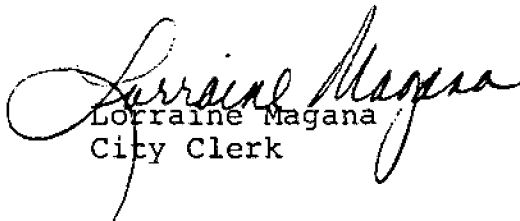
Gentlemen:

On September 10, 1980, the City Council adopted a resolution authorizing the execution of the agreement for Crowd Control Services Contract.

Enclosed are four (4) copies of the agreement executed by the City as authorized by the attached certified resolution.

Upon final execution, please return three (3) copies of said agreement for the City's distribution.

Sincerely,


Lorraine Magana
City Clerk

LM/mm/8

Encl.