



APPROVED  
BY THE CITY COUNCIL

JAN 3 1989

OFFICE OF THE  
CITY CLERK

14

DEPARTMENT OF  
GENERAL SERVICES

CITY OF SACRAMENTO  
CALIFORNIA

5730 - 24TH STREET  
BUILDING FOUR  
SACRAMENTO, CA  
95822-3699

OFFICE OF THE DIRECTOR

December 19, 1988  
PS:Admin:FM:DK:bb

916-449-5548

DIVISIONS:

City Council  
Sacramento, California

RECEIVED  
DEC 28 1988

COMMUNICATIONS  
FACILITY MANAGEMENT  
FLEET MANAGEMENT  
PROCUREMENT SERVICES

Honorable Members In Session:

SUBJECT: TEMPORARY STAGEHAND LABOR AT THE COMMUNITY/CONVENTION  
CENTER

SUMMARY

The Sacramento Community/Convention Center has a requirement for utilizing stagehand labor. Since the Center's staff resources in this area are limited, there is a need to augment the stagehand services with temporary contract labor.

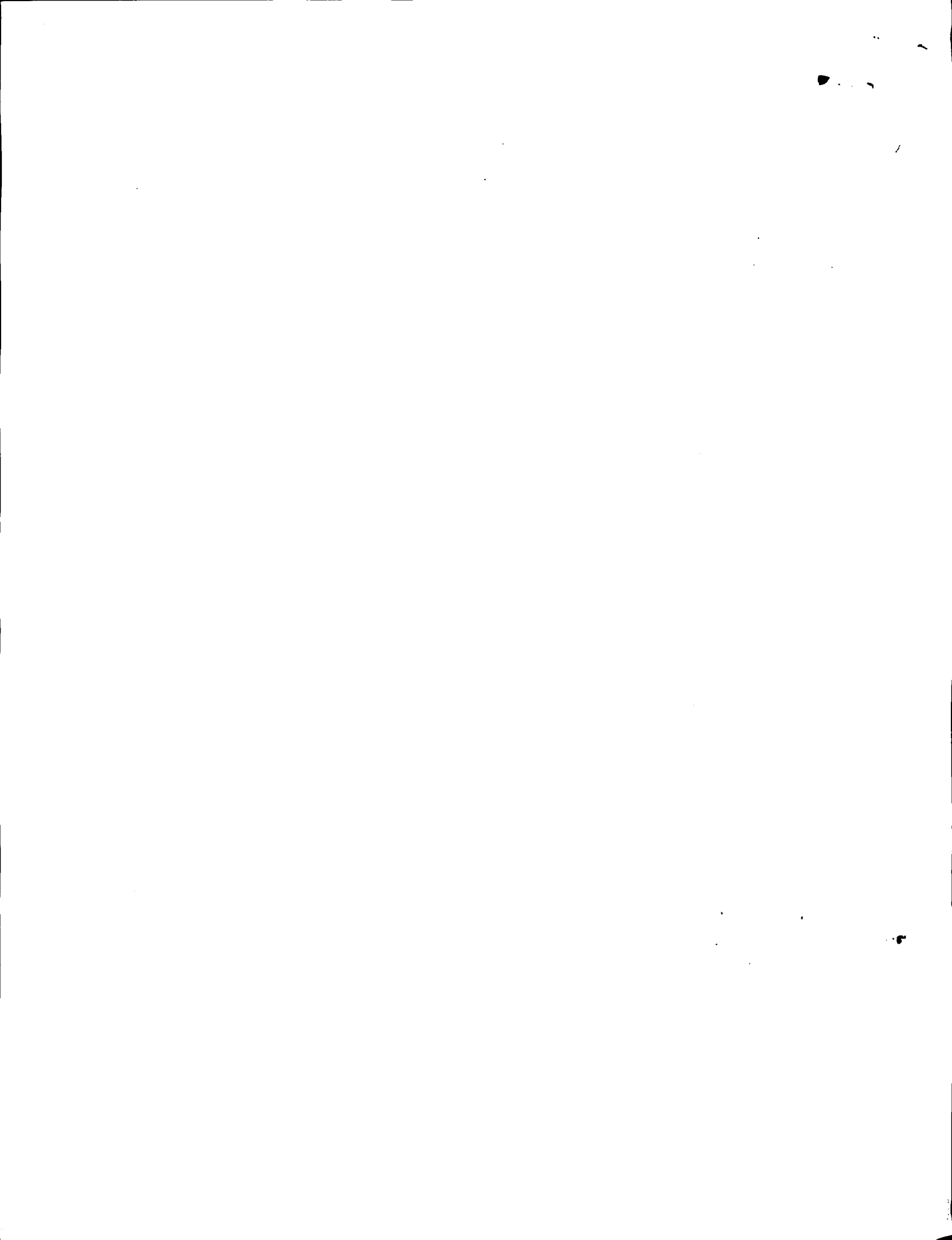
BACKGROUND INFORMATION

The Sacramento Community/Convention Center provides a variety of services to licensees utilizing the facility for their event. Among those services are audio, lighting, and associated tasks which require the technical expertise and experience of a stagehand.

The Convention Center has three Stagehand I's and one Stagehand II in full time, career positions. At times the demand for stagehand services exceeds the available City stagehand staff hours due to the nature and/or the number of events in the facility.

To satisfy licensee needs for stagehand services in such situations, the Center has historically used a labor contractor to provide stagehands on an as needed basis. Until 1987, Sacramento Theatrical Lighting was the only vendor in Sacramento capable of performing this function.

In 1987, JTM Payroll Services became a labor contractor for stagehand services. In August, 1987, informal competitive bidding (Bid #554) for providing stagehand labor was conducted by the Purchasing Division. However, it was determined that Sacramento Theatrical Lighting (STL) was the lowest responsible bidder, and a standing purchase order was subsequently issued to them. Since then, JTM Payroll has maintained the same union labor rates which are not competitive with STL.



The need for temporary stagehand services will continue for at least the next two fiscal years. It is projected that expenditures will not exceed \$15,000.00 in any one fiscal year.

FINANCIAL DATA

The Operations Division's approved operating budget for Fiscal Year 1988-89 provides \$20,000.00 for Professional Services in the following manner:

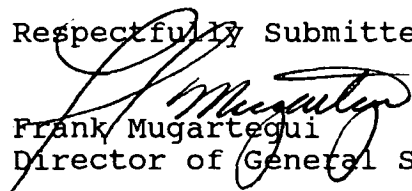
<u>Fund</u>	<u>Agency</u>	<u>Org.</u>	<u>Object</u>
419	430	4330	4233

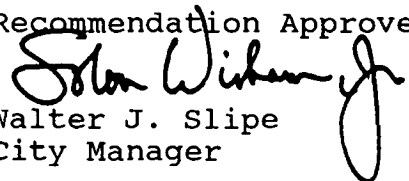
Funding will be allocated for this function in future years, and revenue projections indicate the presence of sufficient funds to continue the appropriate funding.

Revenue is realized when stagehand services are provided to licensees, and this is credited to Revenue Account 3760 (Service Fees). The net impact on the Center's operating budget is minimal, amounting to less than one tenth of one percent.

RECOMMENDATION

It is recommended that, pursuant to Section 57.401(c) of the Sacramento City Code, the City Council adopt a Resolution Suspending Formal Competitive Bidding and Authorizing the City Manager to Execute a Contract with Sacramento Theatrical Lighting for an amount not to exceed \$15,000.00 per year for stagehand services on an as needed basis for FY 88/89, 89/90 and 90/91.

Respectfully Submitted,  
  
Frank Mugartegui  
Director of General Services

Recommendation Approved  
  
for: Walter J. Slipe  
City Manager

January 3, 1989  
All Districts



**RESOLUTION No. 89-006**

**Adopted by The Sacramento City Council on date of**

January 3, 1989

APPROVED  
BY THE CITY COUNCIL  
JAN 3 1989  
OFFICE OF THE  
CITY CLERK

**RESOLUTION SUSPENDING FORMAL COMPETITIVE BIDDING  
FOR TEMPORARY STAGEHAND SERVICES FOR COMMUNITY/  
CONVENTION CENTER AND AUTHORIZING THE CITY MANAGER  
TO EXECUTE THE NECESSARY CONTRACT**

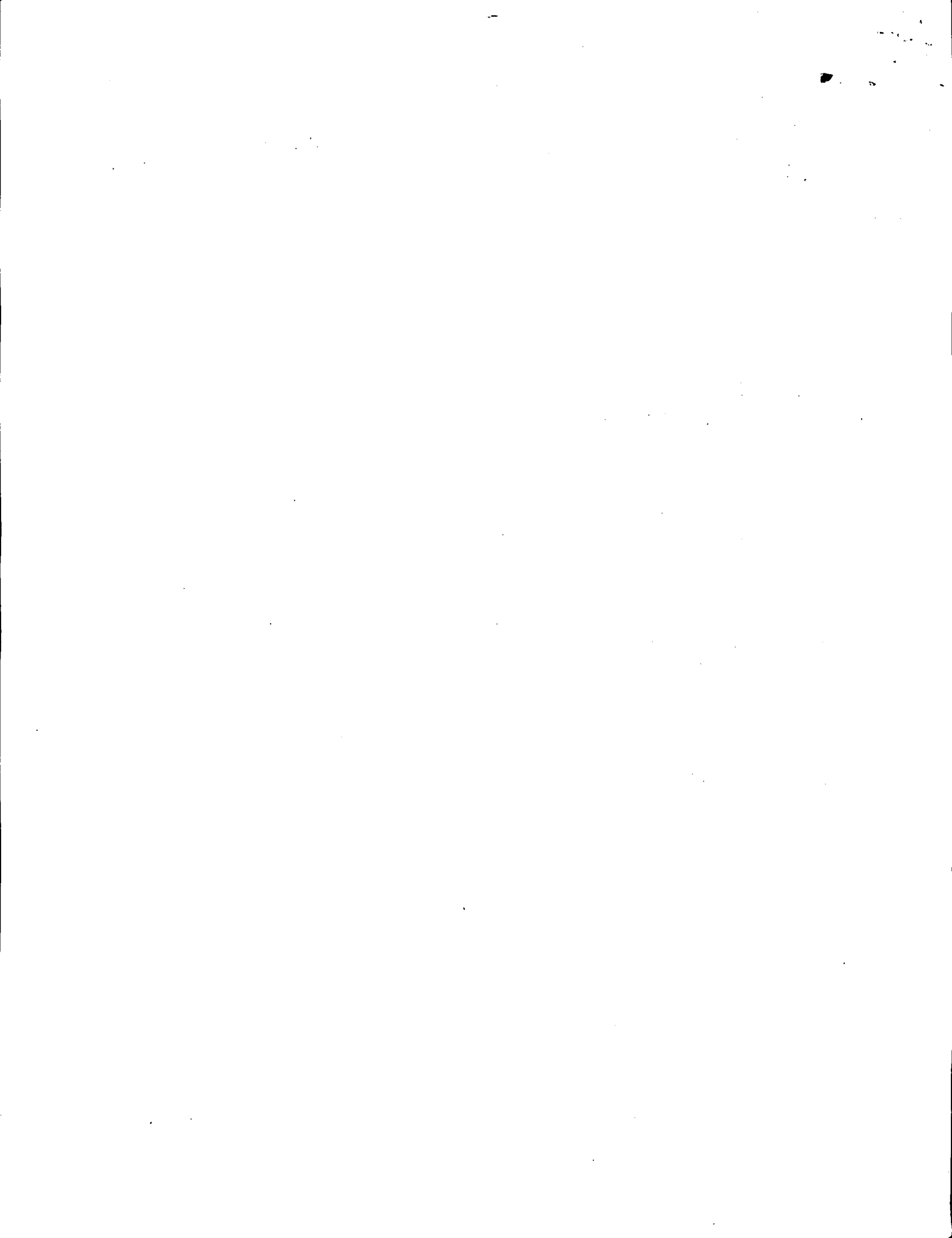
**BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SACRAMENTO, TWO-THIRDS  
(2/3) OF ALL MEMBERS VOTING IN FAVOR THEREOF:**

That pursuant to Section 57.401(c) of the Sacramento City Code, it has been determined that, in the best interests of the City, the City Council suspend formal competitive bidding for Temporary Stagehand Services for the Community/Convention Center and authorize the City Manager to execute the necessary contract with Sacramento Theatrical Lighting, 212 13th Street, Sacramento, CA, 95816, in an amount not to exceed \$15,000.00 per year for FY 88/89, 89/90 and 90/91.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK





# CITY OF SACRAMENTO

PROCUREMENT SERVICES DIVISION  
5730 - 24th Street, BLDG. 4  
Sacramento, CA 95822  
Telephone 449-5551

1400

PURCHASE ORDER NO.  
MUST BE SHOWN ON ALL  
DELIVERY PAPERS, INVOICES,  
AND CORRESPONDENCE

## PURCHASE ORDER

PURCHASE ORDER NUMBER

9433030045

INVOICES MUST BE  
FORWARDED IN  
TRIPPLICATE TO:

CITY OF SACRAMENTO  
ACCOUNTS PAYABLE  
915 I STREET  
SACRAMENTO, CA 95814

THIS PURCHASE ORDER AUTHORIZES DELIVERY OF THE ARTICLES OR SERVICES LISTED BELOW AND, IF A PROPOSAL OR QUOTATION NUMBER IS SHOWN, IS SUBJECT TO THE TERMS AND CONDITIONS OF SAID PROPOSAL OR QUOTATION WITH ANY SUPPORTING DOCUMENTS. **ITEMIZED DELIVERY TAG** SHOWING ORDER NUMBER MUST ACCOMPANY EACH DELIVERY.

PAGE
OF 01
DATE
01 09 89

TO: SACRAMENTO THEATRICAL LIGHTING

212 13TH STREET  
SACRAMENTO, CA 95814

916-447-3258

CONTACT: STEPHEN R. ODEHNAL  
CONFIRMING OF PHONE ORDER  Y-YES  
N-NO

SHIP TO: COMMUNITY CENTER  
1100 - 14TH STREET  
SACRAMENTO, CA 95814

DELIVERY DATE: 07 08 88

F.O.B.: DELIVERED

SPECIAL INSTRUCTIONS: CHANGE ORDER # 2

LINE NO.	FUND	AGENCY	ORG	SUB-ORG	ACTIVITY	OBJECT	JOB	REPT CAT	TOTAL	
01	419	430	4330		CLSR	4258			15,000.00	
02										
03										
04										
05										
06										
LINE NO.	COMMODITY CODE	DESCRIPTION					QUANTITY	UNITS	UNIT PRICE	TOTAL PRICE
001	94799	STAGEHAND LABOR AND PAYROLL SERVICE AS REQ'D THRU 6/30/89					100	OPEN	150.000	15,000.00
		CHANGE NO. 2 - INCREASE UNIT COST BY \$7500.00								

DEVIATION FROM PRICES STATED HEREIN IS NOT PERMITTED WITHOUT A SIGNED CORRECTED PURCHASE ORDER  
NOTE: TERMS AND CONDITIONS ON REVERSE APPLY TO THIS ORDER.

PAGE TOTAL  
15,000.00

AUTHORIZED SIGNATURE:

REFER QUESTIONS TO:

*Minerva A. Huber*

DENNIS KERHULAS *DK*

PURCHASE ORDER TOTAL  
15,000.00

VENDOR  
SAT5050000A





1/12/89

CITY CLERK'S OFFICE -

ATTACHED IS AN INCREASE IN CONTRACT AMOUNT  
FOR AN EXISTING PURCHASE ORDER CONTRACT  
WHICH WAS AWARDED DURING THE COUNCIL  
MEETING HELD 1/3/89, ITEM NO. 14.

BARBARA  
PURCHASING DIV.

14.0