SINGLE SOURCE AWARD **BID # SS-11854-22**

Subject: 2021 TaxSlayer Gator Bowl

Department: Parks, Recreation and Community Services Department, Office of Special Events

Description of Purchase:
Recommend approval of Single Source Award to SMG Jacksonville dba ASM Global to manage the properties/facilities intended for use during the 2021 TaxSlayer Gator Bowl. These services are to include facility use, event staff, equipment, external services, security etc. for various activations and events held in downtown Jacksonville. This is one-time purchase. Total requested annual expenditure not to exceed $419,695.58.

Funding Source: 00111.194012.534380.000000.00000878.00000.0000000, to be executed by purchase order(s).

Single Source Award To: SMG Jacksonville

Price Justification: See Attached

Total Award: $419,695.58 **Requisition #** PRSP-501483-22

Attachments: Agency Memo; Single Source Form; Draft Contract

Certification as to Single Source: Daryl T. Joseph, Director, Parks, Recreation and Community Services Department

THE ABOVE PURCHASE IS RECOMMENDED FOR AWARD IN ACCORDANCE WITH CHAPTER 126.206.

ANALYST: Ruben Ola

Gregory Pease, Chief
Procurement Division

APPROVAL OF GENERAL GOVERNMENT AWARDS COMMITTEE

"ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS"

CHAIRMAN ***DATE***

ACTION OF AWARDING AUTHORITY

DATE: _____

APPROVED _____ **DISAPPROVED** _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

FORM GB-114, Revised 12/2007

City of Jacksonville, Florida

Daryl T. Joseph, Director

Parks, Recreation and Community Services Department
214 N Hogan Street, 4th Floor
Jacksonville, FL 32202
(904) 255-7907
www.coj.net

ONE CITY. ONE JACKSONVILLE.

December 9, 2021

TO: Greg Pease, Chief
Procurement Division

FROM: Daryl T. Joseph, Director
Parks, Recreation and Community Services Department

Subject: Single Source Request to SMG Jacksonville for Services and Support during the 2021 TaxSlayer Gator Bowl and Activations

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The Department of Parks, Recreation and Community Services, Division of Sports & Entertainment requests the Procurement Division grant a single source award to SMG Jacksonville dba ASM Global who is contracted to manage the properties/facilities intended for use during the 2021 TaxSlayer Gator Bowl. These services are to include facility use, event staff, equipment, external services, security etc. for various activations and events held in downtown Jacksonville. SMG Jacksonville dba ASM Global is the contracted property manager of these City of Jacksonville owned facility and the only provider available for services.

Expenditures are not expected to exceed $419,695.58 and payments are to be processed by a one-time Purchase Order.

FUNDING SOURCES: 00111.194012.534380.000000.00000878.00000.0000000

Attachments: SMG Jacksonville dba ASM Global Quote, Single Source Form, Contract 7883-11

JMK

CC: Rene'e Harriman, Parks, Recreation and Community Services Department
Jennifer Malice Kelly, Sports & Entertainment Division

SINGLE SOURCE REQUEST

Pursuant to the City of Jacksonville Procurement Code § 126.206 & § 126.312, when requesting a purchase from a Supplier subject to the referenced sections, please complete this form to justify your request and submit to Procurement with applicable attachments

PROVIDE A SUMMARY OF THE SCOPE OF GOODS/SERVICES TO BE PROVIDED; IDENTIFY EACH ITEM, COMPONENT OR SERVICE BEING PROCURED (ATTACH QUOTE/PROPOSAL):

SMG Jacksonville dba ASM Global is providing event support and services for the 2021 Tax Slayer Bowl

PROVIDE A DETAILED JUSTIFICATION AS TO WHY THE REQUESTED GOODS/SERVICES CAN ONLY BE EFFICIENTLY AND EFFECTIVELY PROCURED THROUGH THE RECOMMENDED SINGLE SOURCE PROVIDER:

SMG Jacksonville dba ASM Global is contracted as the facilities manager for the City Owned Facilities provided services and event support for the 2021 Tax Slayer Bowl and activations

ASSERT THAT YOU HAVE RESEARCHED THE AVAILABILITY OF THE REQUESTED GOODS/SERVICES FROM OTHER SOURCES IN APPLICABLE MARKETS AND HAVE DISCUSSED AND EVALUATED THE SAME WITH COJ'S PROCUREMENT AND EBO DIVISIONS:

The City of Jacksonville, Division of Sports and Entertainment has researched the availability of suppliers for the services required and SMG Jacksonville dba ASM Global is contracted as the facilities manager for the City Owned Facilities where the activations and various events surrounding the 2021 Tax Slayer Bowl

Procurement Division

12-9-21

City of Jacksonville
Sports and Entertainment

Purchase Request Form

Submit Completed Form with Documentation and Signatures in Section 10 to Accounting Manager

1 SMG Jacksonville
SUPPLIER NAME

2 419,695.58
AMOUNT REQUESTED/ESTIMATE

3 [ ] Purchase Order [ ] Check (Mailed) [ ] Check (On Site) [X] P-Card [ ] Internal Service [ ] Other:
PAYMENT METHOD

4 SMG Support for Tax Slayer Bowl
REQUESTED PURCHASE ITEMS

5 2021 Tax Slayer Bowl
EVENT NAME

12/31/2021
EVENT DATE

6 SMG Jacksonville Managing TIAA Bank Field where game is held to provide game production support
JUSTIFICATION

PAYEE INFORMATION

7 SMG Jacksonville
SUPPLIER NAME

SUPPLIER WEBSITE

STREET

APARTMENT/SUITE

CITY

STATE

ZIP

Mike Kenny
CONTACT NAME

TELEPHONE

EMAIL

PURCHASE INFORMATION

8 List any special instructions or information regarding your order not listed on the business quote, e.g. - quantity, color, size, etc.

DOCUMENTATION

9 Attach official itemized quotes, contracts or other documentation for the requested purchase

AUTHORIZATION

10 By signing, I indicate that the above information is true and correct to the best of my knowledge and understand that requests are not approved until a PO, contract or other authorized procurement method is approved; available budget does not indicate approval for particular expenditures; all expenditures are subject to Chief and Procurement approval.

REQUESTOR SIGNATURE | DATE | SUPERVISOR SIGNATURE (If Required) | DATE

REQUESTOR PRINTED NAME | DATE | SUPERVISOR PRINTED NAME (If Required) | DATE

OFFICE USE

APPROVE [X] DISSAPPROVE [ ] ACCOUNTING MANAGER — 12/9/21 DATE

APPROVE [✓] DISSAPPROVE [ ] Director Parks Recreation and Community Services — 12-9-21 DATE

[ ] Artistic Award [ ] Bid [ ] Contract [ ] Sole Source
PROCUREMENT METHOD

NOTES: POA-70062-20 Release
CPA Facilities Management

Requisition: _____ Fund(5)/Center(6): SPET ____ PRSE ____ Misc K

Account(6) Contract Activity(8) Gator Bowl

Date entered: _____

1Cloud: _____

00111.194012.534380.000000.00000878.00000.0000000

TIAA Bank Field

12/8/2021 4:58 PM

Expense Estimate

EVENT: TaxSlayer Gator Bowl
VENUE: TIAA Bank Field
CONTACT: Brent Fine
DATE: December 31, 2021
ATTENDANCE: 30,000
TIMES: 11:00am

ADDRESS:

PHONE:
FAX:
EMAIL:

Event Expenses:		
	Rent	$0.00
	Grounds	$2,550.00
	Technologies	$1,674.00
	Facilities	$5,280.00
	Operations	$5,904.00
	Housekeeping	$55,045.00
	Guest Services	$73,152.00
	SAFE Security	$100,176.00
	JSO Security	$0.00
	Traffic (JSO)	$0.00
	Medical (JFRD)	$19,064.00
	Box Office	$0.00
	Parking	$16,388.38
	Stagehands	$0.00
	Event Services	$786.20
	Telephone Lines/ Service	$0.00
	Internet Service	$0.00
	Utility Service (Non-Labor)	$0.00
	Production	$37,211.00
	Equipment Rental	$0.00
	Marketing	$0.00
	External Purchases	$102,465.00
	Sub Total	**$419,695.58**
	Sales Tax	$0.00
	TOTAL LICENSE FEE	**$419,695.58**

Event Representative

Stadium Event Manager

Stadium Director

TIAA Bank Field

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REBATES TO SMG		QUANTITY	RATE	TOTAL
Building Rent				
	Stadium	0.00	0.00	0.00
	Lot J	0.00	0.00	0.00
Parking Rebate				
	Rebate	0.00	0.00	0.00
Ticket User Fee				
	Ticket User Fee- $2.74 per ticket (total sold less tickets sold by ASM Box Office)	0.00	0.00	0.00
Total - Rent & Rebates:				0.00

LABOR						
FUNCTION		STAFF	DAYS	HOURS	RATE	TOTAL
Grounds						
	Supervisor	3	1	8	41.25	990.00
	Regular	5	1	8	39.00	1,560.00
	Sub Total					2,550.00
Technologies						
	Technician	3	1	8	69.75	1,674.00
	Sub Total					1,674.00
Facilities						
	Electrician	0	0	0	60.00	0.00
	Electrician	3	1	8	60.00	1,440.00
	Plumber	1	1	8	60.00	480.00
	Maintenance	4	1	8	60.00	1,920.00
	HVAC	3	1	8	60.00	1,440.00
	Sub Total					5,280.00
Operations						
	Supervisor	2	3	8	22.00	1,056.00
	Regular	5	3	8	24.50	2,940.00
	Supervisor (OT - Event Day)	2	1	8	36.75	588.00
	Regular (OT - Event Day)	5	1	8	33.00	1,320.00
	Sub Total					5,904.00
Housekeeping						
Pre Clean	Flat Rate	1	1	1	6009.00	6,009.00
Event	Manager	5	1	12	37.50	2,250.00
	Supervisor	20	1	10	28.00	5,600.00
	Club/ Suite Matron	20	1	8	25.00	4,000.00
	Supervisor	0	1	0	28.00	0.00
	Sanitizing Teams	25	1	6	22.50	3,375.00
	Attendants	95	1	8	22.50	17,100.00
	Billy Goat Operator	0	1	0	22.50	0.00
	Scrubbing Floor Operators	0	1	0	22.50	0.00
Rain Team	Supervisor	2	1	8	28.00	448.00
	Attendants	6	1	8	22.50	1,080.00
Field Teams	Supervisor	1	1	8	28.00	224.00
	Attendants	2	1	8	22.50	360.00
BOH/VLR	Supervisor	0	1	0	28.00	0.00
	Attendants	0	1	0	22.50	0.00
Staff Breakroom Area	Supervisor	1	1	8	28.00	224.00
	Attendants	2	1	8	22.50	360.00
Post Clean	Flat Rate	1	1	1	14015.00	14,015.00
	Sub Total					55,045.00
Guest Services						
	Area Manager	2	1	12	35.50	852.00
	Supervisor	30	1	10	33.00	9,900.00
	Information Specialist (Jags)	0	0	0	26.00	0.00
	Usher/ Ticket Taker	300	1	8	26.00	62,400.00
	Sub Total					73,152.00
SAFE Security						
Meeting	Area Manager	0	0	0	35.50	0.00
	Supervisor	0	0	0	33.00	0.00
	Guard	0	0	0	29.50	0.00
Seat/Pod Checks	Supervisor	0	0	0	33.00	0.00
	Guard	0	0	0	29.50	0.00
Move In	Supervisor	1	4	12	29.50	1,416.00
	Guard	4	4	12	29.50	5,664.00
Event Day	Area Manager	16	1	12	35.50	6,816.00
	Supervisor	60	1	10	33.00	19,800.00

TIAA Bank Field

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	Courtesy Team	40	1	10	30.50	12,200.00
	Clubs	0	0	0	29.50	0.00
	Terrace Suite	0	0	0	29.50	0.00
	Daily's Place	0	0	0	29.50	0.00
	Inspection	0	0	0	29.50	0.00
	Loading Dock	0	0	0	29.50	0.00
	Rubber Hallway	0	0	0	29.50	0.00
	Visiting Locker Room/Artist BOH	0	0	0	29.50	0.00
	Seating Bowl	0	0	0	29.50	0.00
	Service Level	0	0	0	29.50	0.00
	Field Level	0	0	0	29.50	0.00
	Stage Security	0	0	0	29.50	0.00
	Guard	230	1	8	29.50	54,280.00
Move Out	Supervisor	0	0	0	29.50	0.00
	Guard	0	0	0	29.50	0.00
	Sub Total					**100,176.00**
JSO Security						
	Supervisor	13	1	8	0.00	0.00
	Officer	100	1	6	0.00	0.00
	K9	6	1	18	0.00	0.00
	Bomb Squad	0	0	0	0.00	0.00
	Inside Security	0	0	0	0.00	0.00
	Intelligence	15	1	6	0.00	0.00
	SWAT	17	1	6	0.00	0.00
	Parking Lots	0	0	0	0.00	0.00
	Exterior Security	0	0	0	0.00	0.00
	Sub Total					**0.00**
Traffic (JSO)						
	Supervisor	12	1	10	0.00	0.00
	Officer	120	1	6	0.00	0.00
	Traffic	0	0	0	0.00	0.00
	Sub Total					**0.00**
Medical (JFRD)						
Move In/Stagehand	Supervisor	0	0	0	90.00	0.00
	Paramedic	0	0	0	59.50	0.00
	EMT	0	0	0	59.50	0.00
	Ambulance	0	0	0	185.00	0.00
Performer Dedicated	Supervisor	0	0	0	90.00	0.00
	Paramedic	0	0	0	59.50	0.00
	EMT	0	0	0	59.50	0.00
	Ambulance	0	0	0	185.00	0.00
Event	Supervisor	4	1	8	90.00	2,880.00
	Paramedic	34	1	8	59.50	16,184.00
	EMT	0	0	0	59.50	0.00
	Ambulance	0	0	0	185.00	0.00
Event/Stagehand	Supervisor	0	0	0	90.00	0.00
	Paramedic	0	0	0	59.50	0.00
	EMT	0	0	0	59.50	0.00
	Ambulance	0	0	0	185.00	0.00
Move Out/Stagehand	Supervisor	0	0	0	90.00	0.00
	Paramedic	0	0	0	59.50	0.00
	EMT	0	0	0	59.50	0.00
	Ambulance	0	0	0	185.00	0.00
	Sub Total					**19,064.00**
Box Office						
	Supervisor	0	0	0	37.00	0.00
	Cashiers	0	0	0	23.00	0.00
Will Call/ Guest Service	Receptionist	0	0	0	21.25	0.00
	Sub Total					**0.00**
Parking						
	Supervisor	4	1	10	35.78	1,431.00
	Attendants	15	1	11	33.08	5,457.38
	A1A Valet	1	1	1	8000.00	8,000.00
	OPS Staffing	1	1	1	1500.00	1,500.00
	Sub Total					**16,388.38**
Stagehands						
	Labor	0	0	0	0.00	0.00
	Sub Total					**0.00**
Event Services						
	ADA Shuttle	1	1	8	35.78	286.20
	Event Assistant	1	1	1	250.00	250.00
	SOC Rep	1	1	1	250.00	250.00

TIAA Bank Field

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	Sub Total	786.20
Subtotal - Labor:		280,019.58

EQUIPMENT & SERVICES		QUANTITY	RATE	TOTAL
Telephone Lines/ Service				
	Phone Line	0.00	150.00	0.00
*Subject to Communication	Credit Card Line	0.00	150.00	0.00
Service Tax	Long Distance Phone	0.00	219.00	0.00
	Sub Total			0.00
Internet Service				
	Dedicated Wi-Fi	0.00	350.00	0.00
*Subject to Communication	Wired	0.00	350.00	0.00
Service Tax	Sub Total			0.00
Utility Service (Non-Labor)				
	Water	0.00	0.00	0.00
	Sports Lights	0.00	0.00	0.00
	6-12 Maintenance Lights	0.00	400.00	0.00
	30 Maintenance Lights	0.00	300.00	0.00
	Sub Total			0.00
Production				
	PRI Productions (Game Day Staff)	1.00	30,211.00	30,211.00
	Content Load In	1.00	7,000.00	7,000.00
	SEZ Board	0.00	1,500.00	0.00
	Ribbon/ Corner Boards	0.00	2,000.00	0.00
	Stadium Audio	0.00	1,500.00	0.00
	Engineering Fee	0.00	1,000.00	0.00
	Sub Total			37,211.00
Equipment Rental				
	Table and 2 Chairs	0.00	7.50	0.00
	Cones	0.00	3.00	0.00
	Bike Rack	0.00	6.25	0.00
	Speakers/ Microphone	0.00	250.00	0.00
	Wheelchairs	0.00	10.00	0.00
	Dumpster - Byd	0.00	80.00	0.00
	Plywood	0.00	4.00	0.00
	Grass Recover	0.00	0.00	0.00
	Sub Total			0.00
Marketing				
	Advertising	0.00		0.00
	Sub Total			0.00
External Purchases				
Amason's	Portolets	1.00	6,000.00	6,000.00
Birkin Construction	Cabana Set-Up	1.00	1,500.00	1,500.00
Brightview	Landscaping	1.00	500.00	500.00
Carolina/Laser Turf Sod	Field Sod	0.00	0.00	0.00
Cypress	SAFE Parking	600.00	8.00	4,800.00
Daktronics	Videoboard Hardware Support	1.00	6,500.00	6,500.00
Delaware North	Staff Lunches	1,300.00	5.00	6,500.00
Delaware North	F&B Needs	1.00	4,000.00	4,000.00
Duval County	Permits	0.00	0.00	0.00
Elite Parking	Courthouse Garage	1.00	2,000.00	2,000.00
EZ Event Ride	ADA & Staff Shuttles	1.00	1,750.00	1,750.00
Florida Sound	Stadium Audio	1.00	3,870.00	3,870.00
Framco	Janitorial Supplies	1.00	9,000.00	9,000.00
K2 Canines	Secondary Perimeter K9	1.00	3,720.00	3,720.00
Kone	Elevator/ Escalator On-Site Technicians	1.00	8,500.00	8,500.00
Laserturf	Field Repairs (above)	0.00	0.00	0.00
Miller Electric	Onsite Electrician	1.00	1,692.00	1,692.00
Money Pages	Parking Passes	0.00	0.00	0.00
Money Pages	Staff Briefing Sheets	1.00	250.00	250.00
Money Pages	Credentials	1.00	500.00	500.00
Presidio	Sound/Amps	1.00	1,563.00	1,563.00
PRI Productions	Tents (staff check in)	1.00	4,000.00	4,000.00
JJ Long	Field Tech (IT)	1.00	5,500.00	5,500.00
Siemen's	Fire Alarm Technician	1.00	1,360.00	1,360.00
Siemen's	HVAC Technician	0.00	2,250.00	0.00
SGA Production	Staging	0.00	0.00	0.00
STA	Employee Transportation	1.00	10,250.00	10,250.00
Sunbelt Rentals	Generators	0.00	0.00	0.00
Sunbelt Rentals	Production	0.00	0.00	0.00

TIAA Bank Field

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Sunbelt Rentals	Gate Light Towers	0.00	250.00	0.00
Sunbelt Rentals	Parking Lot Light Towers	15.00	250.00	3,750.00
Supplyworks	Janitorial Supplies	0.00	0.00	0.00
TechX	Onsite Tech	1.00	1,260.00	1,260.00
Turner Pest Control	Onsite Techs	1.00	2,000.00	2,000.00
VOTI	X Ray Tech	1.00	2,500.00	2,500.00
WastePro	Trash Removal	1.00	5,200.00	5,200.00
World Class Athletics	Field Paint	1.00	4,000.00	4,000.00
	Sub Total			102,465.00
Subtotal - Equipment and Services:				**139,676.00**

Total - Expenses:	**419,695.58**
Sales Tax - Rent 7%	0.00
Sales Tax - Services 7.5%	
Communication Service Tax 13.26%	0.00
Total License Fee:	**419,695.58**

Requisition PRSP-501478-22

Requisitioning BU	PRSP: Sport and Entertainment	**Requisition Amount**	70,371.18 USD
Entered By	Jennifer Malice-Kelly	**Justification**	
Status	Approved	**Funds Status**	Reserved
Description	MLK22 Catering and Support Single Source		
Emergency Requisition	No		

Attachments

Title	File Name or URL	Description
MLK22_Savor SS Signed.pdf	MLK22_Savor SS Signed.pdf	

Lines

Line	Item	Description	Category Name	Quantity	UOM	Price	Amount (USD)	Status	Funds Status
1		MLK22 Catering and Support Single Source	961.15 Concessions, Catering, Vending: Mobile and Stationary	1	Job	70,371.18 USD	70,371.18	Approved	Reserved

Requester	Jennifer Malice-Kelly	**Supplier**	SMG Food And Beverage LLC
Urgent	No	**Supplier Site**	Order/Remit
Requested Delivery Date	12/20/21	**Supplier Contact**	Lindsey Tucker
Deliver-to Location	Ed Ball 4th Floor Charge	**Contact Phone**	(904)6304057
Deliver-to Address	214 North Hogan Street, 4th Floor, Jacksonville, FL 32202, Duval, United States	**Charge Account**	10302.133101.549006.000000.00000000.00000.0000000
Note to Buyer			

I CERTIFY THAT FUNDS FOR THIS PURCHASE WERE AUTHORIZED AND PROVIDED FOR IN THE CURRENT BUDGET.