



FORTY NINERS STADIUM MANAGEMENT COMPANY

Date: September 13, 2021

To: Jim Mercurio
Executive Vice President & General Manager

From: Jenti Vandertuig
Procurement Director

Subject: Recommendation for Award for Miscellaneous Acquisitions of Goods and Services

Recommend approval of the following acquisitions. An explanation and supporting documentation for each request has been provided with the recommendation.

1. Event Diagram Software for Special Events (\$26,594)
2. Security and Life Safety Partitions and Dividers (\$69,458.77)
3. Kelly-Moore Paints and Sherwin Williams Paints (\$50,000 each)

Submitted By: DocuSigned by:
Jenti Vandertuig
A4B5666E5BE147D Date: 9/13/2021
Jenti Vandertuig, Procurement Director

Approved By: DocuSigned by:
Jim Mercurio
CC8F2EFA5F32465... Date: 9/13/2021
Jim Mercurio, Executive Vice President & General Manager

1. Event Diagram Software for Special Events

The Levi's Stadium Special Events department depends on event diagramming software to illustrate floorplans and layout options for clients interested in hosting their event at any of Levi's Stadium's 25 unique event spaces. The total square footage of the event spaces is approximately 367,212 square feet. Event layout diagrams are used to help provide clients with an understanding of room capacities, furniture arrangements, ingress/egress locations and other essential details. During the sales process, our Sales Managers depend on the repository of past events in their database to develop new layouts.

Software Functionality and Requirements

1. Ability to place standard furniture, AV equipment, décor, etc.
 - a. Single items as well as grouped items/templates (multiple 60" rounds, theater style chairs, etc.)
 - b. Items must be adjustable in size, color and style (if applicable)
 - c. Ability to group items and move them at the same time, speeding up the layout creation process and allowing the user to duplicate setups if needed
2. Ability to place perimeters (at various measurements) around tables and other items to ensure proper spacing
3. Ability to add text and shapes to layouts
4. Ability to assign guests to tables/chairs and generate a guest list and seating chart
5. Ability to export layouts to PDF
6. 3D View (Guest view/Production view). Ability to view the stage/speaker area to ensure proper sight
7. Ability to group and organize multiple layouts by event and date
8. Use of existing portfolio of floor plans
9. Accessibility
 - a. Mobile App – ability to make updates in real time on a cell phone or tablet and send updated floor plan to internal and external stakeholders
 - b. Ability to share layouts with clients and facilitate comments and requests
10. Organization
 - a. Calculate room capacity based on updates made to the floor plan (tables, chairs, furniture, etc.)
 - b. Layered views: Full layout, production layout, catering layout, registration/seating chart, emergency exits, etc.
 - c. Ability to create a "guest view" which can be used to print seating charts, brochures, etc.
 - i. This would exclude production elements/notes and other "back of house" items not relevant to the guests
 - d. Environmental/exterior items added to floor plans to give a sense of place
 - i. Spaces connected to the room (hallways, plazas, patios, greenery, etc.)
 - ii. Transitional spaces that may or may not be used by the event
 - iii. Connecting spaces/rooms

On July 14, 2021 Stadium Manager issued a Request for Quotation (RFQ) # 10058 for Levi's Stadium Event Diagram Software Subscription Service for a three-year period with an option to extend for two additional years. The RFQ was emailed to three solution providers: Cvent, EventDraw and Allseated, Inc. Responses were due by July 23, 2021. Offerors were made aware in the RFQ that since the term extends beyond a single fiscal year, the term for subsequent fiscal years shall be conditioned upon approval of the Santa Clara Stadium Authority budget for the applicable fiscal year that includes the amounts due under the proposed agreement.

Three responses were received from the following firms. A request for an extension of time to provide a response was accommodated due to Covid-19 related delays from Allseated, Inc. Please note that the costs indicated below are the full costs to cover the entire three year term.

1. Cvent (\$26,594)
2. EventDraw (30,630.75)
3. Allseated, Inc. (\$35,000)

Upon review of the responses, it was determined that all three vendors provided the necessary features and functionality, with Cvent providing the event diagram software subscription services at an optimum cost for a three-year agreement. Cvent's proposal was subject to their Supplier and Venue Solutions terms and conditions. Both parties involved their respective legal department's assistance to finalize the terms and conditions, a copy of which is included with the supporting documentation.

Therefore, approval is sought to issue a Purchase Order, with the additional terms and conditions, to Cvent for a three-year agreement, beginning October 1, 2021 through September 30, 2024, for a total not to exceed amount of \$26,594 for three years, with an option to extend for two additional years, subject to the approval of the Stadium Authority budget approval for the applicable fiscal year that include the amounts due under the agreement. The RFQ and responses received are provided as supporting documentation.

The cost of this expense is covered in the FY21-22 SCSA Budget Non-NFL Event budget. Specifically, it is under the category, Software/Dues and Subscriptions.

2. Security and Life Safety Partitions and Dividers

Stadium Manager has a need to procure partitions and dividers for security and public safety personnel during stadium events that require public access to the service level. This helps coordinate public movements in "back of house areas" without affecting stadium operations.

On July 20, 2021 Stadium Manager issued a Request for Quotation (RFQ) #10068 Screenflex security partitions or an "equal" brand for Levi's Stadium. The RFQ was emailed to four suppliers: Office Depot, Home Depot, Grainger and Palace Business Solutions. The RFQ closed on July 28, 2021 and two responses were received. Palace Business Solutions was the lowest responsive and responsible offeror providing the products at a cost of \$64,165.72 inclusive of

freight. The total amount inclusive of sales tax is \$69,458.74. The RFQ and responses received are provided as supporting documentation.

Approval is sought to issue a Purchase Order to Palace Business Solutions to procure the security partitions in the amount of \$69,458.74 inclusive of sales tax.

The cost for this purchase is covered in the FY21/22 SCSA Capital Expenditure Budget. The SCSA Capital Expenditure amount approved by the SCSA Board is \$71,400.

3. Kelly-Moore Paints and Sherwin Williams Paints

Interior Paint – Kelly-Moore:

Kelly-Moore is the original paint brand selected for interior finishes at Levi's Stadium. In order to ensure compatibility related to color, finish and match the existing interior, continued use of Kelly-Moore brand is warranted. Kelly-Moore paint is not available through our contracted suppliers and needs to be acquired directly from one of the authorized distributors.

In June 2021, Stadium Manager requested approval to issue a Purchase Order to Kelly-Moore Paints located in Santa Clara, CA in the amount of \$5,935.34 which was approved by the SCSA Board in July 2021. A majority of the items on the list to procure were not available by the time the Board took action on this item, preventing Stadium Manager from issuing that Purchase Order. The supply chain for paint was impacted by the Covid-19 pandemic, with significant disruptions in pricing and availability. In addition, paint for immediate or intermediate duration cannot be procured and stored at Levi's Stadium to comply with our maximum allowable quantities for hazardous materials as defined in our approved Control Area Plan and Hazardous Materials Identification System (HMIS) inventory.

Kelly-Moore Paints offers a discount of up to 50% off based on the most commonly used items and related supplies. However, given the current supply situation, we are not confident that this level of discount will be available and we recommend an agreement that allows us to obtain the best discounted pricing based on availability, as we cannot procure in bulk.

Exterior Paint – Sherwin Williams:

Sherwin Williams is the original paint brand selected for exterior finishes at Levi's Stadium. In order to ensure compatibility related to color, finish and match the existing exterior, continued use of Sherwin Williams brand is warranted. Sherwin Williams paint is not available through our contracted suppliers and needs to be acquired directly from one of the authorized distributors.

In June 2021, Stadium Manager reached out to multiple Sherwin Williams Paints located in Santa Clara, San Jose, Sunnyvale and Milpitas to obtain a price list. Stadium Manager was

informed that the Santa Clara branch was the authorized dealer for us to contract with and Stadium Manager was able to obtain up to 38% discount off the paint and related sundries list price. However, given the current supply situation, we are not confident that this level of discount will be available and we recommend an agreement that allows us to obtain the best discounted pricing based on availability, as we cannot store in bulk.

On September 10, 2021 CNBC published an article in the Economy section related shortages in paint supply. The URL to access the article "Paint is getting costlier and harder to find, and this could be the beginning" can be accessed here: <https://www.cnbc.com/2021/09/10/paint-is-getting-costlier-and-harder-to-find-and-this-could-just-be-the-beginning.html>

The optimum solution is to establish multi year term agreements with Kelly-Moore Paints and Sherwin Williams Paints located in Santa Clara, California to procure their respective brand paints and related supplies with a not to exceed amount per fiscal year. This will enable Stadium Manager to procure paint on an as needed basis without delays and adhere to the maximum allowable quantities for hazardous materials storage onsite at Levi's Stadium.

Therefore, approval is sought to issue the following:

1. An agreement with Kelly-Moore Paints located in Santa Clara, CA for Kelly-Moore brand paint and related supplies for a three-year term, with a not to exceed amount of \$50,000 per fiscal year, with the term for subsequent fiscal years be conditioned upon approval of the Santa Clara Stadium Authority budget for the applicable fiscal year that includes the amounts due under the agreement.
2. An agreement with Sherwin Williams Paints located in Santa Clara, CA for Sherwin Williams brand paint and related supplies for a three-year term, with a not to exceed amount of \$50,000 per fiscal year, with the term for subsequent fiscal years be conditioned upon approval of the Santa Clara Stadium Authority budget for the applicable fiscal year that includes the amounts due under the agreement.

If approved by the Board, individual orders of paint from each vendor will be ordered using the attached Purchase Order form. The cost for this purchase is covered in the FY21/22 SCSA Budget, Engineering Department.