



Agenda Report

18-588

Agenda Date: 5/9/2018

REPORT TO CULTURAL COMMISSION

SUBJECT

Report of the Selection of GFI Entertainment as Sound and Light Vendor for 2018 Street Dance

BACKGROUND

The City and the Cultural Commission organizes a Street Dance at Franklin Square Mall on an annual basis. The Street Dance event features a band, food vendors, and interactive activities.

DISCUSSION

The 2018 Street Dance is scheduled for August 3, 2018. The event requires sound system and lighting equipment for the band. In previous years the City has utilized the services of a qualified vendor to provide sound and light for the event. The scope of service entails meeting with the band to coordinate sound reinforcement needs, corresponding and meeting with City staff to coordinate the event date, other updates, and the location of the stage and other equipment, delivering and setting up sound and lighting equipment on the day of the event, setting up the staging area on the day of the event, maintaining and monitoring the stage area, sound and lighting during the day of the event, and breaking down the sound and lighting equipment.

Quotes were received from three vendors to provide the needed sound and lighting services. GFI Entertainment provided the lowest quote at \$4,000 for the scope of services. Staff will be preparing a service agreement with GFI Entertainment to perform the scope of services.

FISCAL IMPACT

The total fiscal impact of hiring GFI Entertainment to provide sound and lighting equipment and services for the Street Dance is \$4,000, in addition to administrative costs and expenses.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(b)(4) in that it is a fiscal activity that does not involve any commitment to any specific project which may result in a potential significant impact on the environment.

PUBLIC CONTACT

Public contact was made by posting the Cultural Commission agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email clerk@santaclaraca.gov <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

ALTERNATIVES

1. Request staff to consider another bid process using additional criteria.

RECOMMENDATIONS

Note and file the report on the selection of GFI Entertainment to provide sound and light services for the Street Dance.

ATTACHMENTS

1. Remaining Cultural Commission budget for FY 17-18 as of May 9, 2018
2. Scope of Services
3. Quotes