



Legislation Text

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Fiscal Note

The proposed resolution authorizes the Monona Terrace to execute a non-competitive service contract with Hiebing Group, Inc. for marketing and advertising services at an annual cost not to exceed \$110,000. The agreement includes a one-year term with an option for three additional one year renewals. Funding for the annual cost of the contract is authorized within the Monona Terrace adopted 2019 operating budget.

Title

Authorizing the City to execute a noncompetitive service contract for a 1 year term of service, with three 1 year renewal options, for services provided by The Hiebing Group, Inc., for marketing and advertising of Monona Terrace Community and Convention Center.

Body

WHEREAS, funding for marketing and advertising services is provided for each year as part of the adopted Monona Terrace operating budget; and

WHEREAS, The Hiebing Group, Inc. has worked with the Monona Terrace Community and Convention Center since its grand opening in 1997 and it will be economical and effective for Monona Terrace on the basis of time, money and quality of services to retain the same consultant. The Hiebing Group, Inc. is familiar with Monona Terrace's process, and is available to do this work in the timeframe needed; and

WHEREAS, City Purchasing Ordinances provide under sec. 4.26(4)(b), of the Madison General Ordinances that, if the aggregate amount of the fee for services in a contract exceeds \$25,000 and the contract was not subject to a competitive bidding process, the contract shall meet one of the other requirements of sec. 4.26(4) (a) and must be approved by the Common Council; and

WHEREAS, for the reasons stated in the attached Noncompetitive Selection Request Form, the proposed contract with The Hiebing Group, Inc. meets the exception to the bidding process in section 4.26(4)(a)7. which states "A particular consultant has provided services to the City on a similar or continuing project in the recent past, and it would be economical to the City on the basis of time and money to retain the same consultant"; and

WHEREAS, under Sec. 33.21(11), Madison General Ordinances, the Chair of the Board and the Director of Monona Terrace are authorized to sign contracts for the benefit of the Monona Terrace Community and Convention Center;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Clerk are authorized to execute a service contract, for a one year term, with option for three additional one year renewals, for marketing and advertising

services from The Hiebing Group, Inc. at a price not to exceed \$110,000.00 per year; and

IT IS FURTHER RESOLVED, that the Chair of the Board and the Director of Monona Terrace are authorized to execute up to three (3) additional one year renewals of the contract, on the same terms and conditions as the original contract.