



**CITY SPONSORED SPECIAL EVENTS COMMITTEE
REGULAR MEETING AGENDA**

MONDAY, FEBRUARY 24, 2025

4:00 PM

**Hoyer Hall, Clayton Community Library
6125 Clayton Road Clayton, CA 94517**

Members

Kim Trupiano, Mayor

Jim Diaz, Councilmember

1. Call to Order and Roll Call

2. Action

- (a) [Approval of the January 27, 2025, Meeting Minutes](#)
- (b) [Sponsorship Packages for 2025](#)
- (c) [Discuss and Provide Direction on the Prime Time Entertainment, Inc. Agreement](#)
- (d) **Discuss and Consider Adding City Co-Sponsored Events**
- (e) **Discussion Regarding the Parent Faculty Club Participation**

3. Future Topics

4. Adjournment

The next regularly scheduled meeting of the City Sponsored Special Events Committee will be March 24, 2025. Please visit the City's website at www.claytonca.gov for further meeting updates.



STAFF REPORT

TO: HONORABLE MAYOR AND COUNCIL MEMBERS

FROM: Stephanie Cabrera-Brown, City Clerk/Assistant to the City Manager

DATE: February 24, 2025

SUBJECT: Approval of the January 27, 2025, Meeting Minutes

BACKGROUND

The meeting body reviews the minutes from the previous meeting and approves them for posting.

ATTACHMENTS

[CSSE Minutes 012725 - Draft.pdf](#)

**MINUTES
OF THE
CITY SPONSORED SPECIAL EVENTS COMMITTEE
REGULAR MEETING**

MONDAY, JANUARY 27, 2025

- 1. Call to Order and Roll Call** – The meeting was called to order at 4:05 p.m. and held in-person at Hoyer Hall, Clayton Community Library, 6125 Clayton Road, Clayton, California. Committee members present: Councilmember Diaz and Mayor Trupiano. Staff present: City Manager, Kris Lofthus, Assistant City Manager, Regina Rubier, and City Clerk, Stephanie Cabrera-Brown.

2. Public Comment on Non - Agenda Items

There were no members of the public wishing to provide public comment on non - agenda items.

3. Approval of the October 28, 2024, Meeting Minutes.

It was moved by Councilmember Diaz, seconded by Mayor Trupiano, to approve the October 28, 2024, Meeting Minutes.(Passed: 2/0)

4. Proposed Sponsorship Packages for 2025

The Committee Discussed:

- Package amounts
- Benefits provided by each packet
- Deadline to participate

It was moved by Councilmember Diaz, seconded by Mayor Trupiano, to approve the Sponsorship Packages for 2025.(Passed: 2/0)

5. Proposed Entertainment Line Up for 2025 and Selection of Final Two Entertainers

The Committee Discussed:

- Total Revenues and Expenditures
- Cost breakdown by event
- Selection of bands before February

6. Discuss and Provide Direction on the Prime Time Entertainment, Inc. Contract

The Committee Discussed:

- Updates to promoter process
- Dates pending confirmation
- Responsibilities of the vendor
- Estimated agreement amount

The committee continued this item to the February 24, 2025 meeting, pending selection of the final two entertainers.

7. Discuss and Provide Direction on Contracting with Security Service and Sound Engineer/Stage

The Committee Discussed:

- Updates to service needs
- Previous year costs
- Contracting with previous vendors

It was moved by Councilmember Diaz, seconded by Mayor Trupiano, to approve the authorize staff to contract with the same Security, and Soung Engineer/stage vendors as the 2024 series.(Passed: 2/0)

8. Estimation on Graphic Design and Printing

The Committee Discussed:

- 2024 costs
- Printing needs
- Graphic design support and costs

It was moved by Councilmember Diaz, seconded by Mayor Trupiano, to approve the estimated Graphic Design and Printing expenditures.(Passed: 2/0)

9. Budget and Carryovers for 2025

The Committee Discussed:

- 2024 costs
- Availability of information
- Confirmed materials provided on the city website
 - October 28, 2024 CSSE meeting

Lauren Kindorf – Spoke regarding accessing 2024 budget and final expenditures.

10. Discussion Regarding the Parent Faculty Club Participation

The Committee Discussed:

- 2024 experience
- Plans to collaborate for 2025

The committee continued this item to the February 24, 2025 meeting, pending availability of the Parent Faculty Club.

11. Volunteer Opportunities

The Committee Discussed:

- 2024 Volunteers
- Event emcee John Bolin
- Need to recruit more people
- Volunteer groups
- Transition of duties from previous volunteers

Jason – Spoke regarding Diablo Valley Ranch residents availability to volunteer to assist upcoming events.

12. Adjournment

The meeting was adjourned at 4:26 p.m. in honor of city events emcee, John Bolin.

Please note the Minutes of this meeting set forth all actions taken by the City Sponsored Special Events Committee on the matters stated, but not necessarily in the chronological sequence in which the matters were taken up.



STAFF REPORT

TO: HONORABLE MAYOR AND COUNCIL MEMBERS

FROM: Stephanie Cabrera-Brown, City Clerk/Assistant to the City Manager

DATE: February 24, 2025

SUBJECT: Sponsorship Packages for 2025

BACKGROUND

Review the proposed sponsorship packages for 2025 and provide feedback on packages and program.

ATTACHMENTS

[2025 CofClayton Sponsorship final.pdf](#)

Be Part Of Something

BIG

> > > In 2025



Concerts in the Grove, May 17 to August 23

- Every other Saturday from May to August, Clayton hosts a one-of-a-kind concert event at its downtown park The Grove, with thousands of attendees, excellent music and an unparalleled atmosphere of our unique small town feel with lots of community spirit!
- Showtime begins at 6:00 p.m. until 8:30 p.m. Free and fun for the entire family! See City website for full schedule and list of entertainment.
- Our local PFC (Parent Faculty Club) will be raising money for local schools at each Concert again this year



Clayton's Classic Car Show:

Every other Wednesday night June & July

- This tradition continues every other Wednesday night June 4, June 18, July 9 and July 23 from 6 to 8 p.m. in the parking lot adjacent to the Clayton Historical Museum.
- The show includes all of your favorites from the 1920's to the present day and music provided by DJ Jeff Brown and radio spots available from a local station. Free and fun for the entire family!
- We may also be adding a car show in September, check back for details.



Clayton's Annual 4th of July Parade, July 4, 2025

- Come out and celebrate our nation's 249th birthday as we start the day off right with a Pancake Breakfast by Clayton Valley Concord Sunrise Rotary at Endeavor Hall
- At 10 a.m. our Annual Parade begins with a Kids Parade, followed by a series of floats, marching bands, civic organizations, local officials and music.
- Kiddie Parade is come one and come all; but all floats and other marchers need to complete an application on the City's website.



CLAYTON CITY HALL

6000 Heritage Trail, Clayton | 925.673.7300 | www.claytonca.gov

Be Part Of Something

BIG

>>> In 2025

Sponsorship Options For Clayton Special Events

2025 Title Sponsorship:

\$15,000

- Exclusive Street Light Banners with your logo on display throughout the downtown
- Recognition as Title sponsor on all marketing materials, posters, event flyers and a series of individual social media posts for each event
- Recognition as Title sponsor in all press materials and media alerts
- As Title sponsor, you will have an opportunity to speak at each event and have representatives from your company present at each event (tabling, handing out materials, etc.)
- Recognition as Title Sponsor on the City website with a link to your website
- Thank You for your Title Sponsorship at each event

2025 Supporting Sponsorship:

\$5,000

- Logo presence as Supporting Sponsor on all event banners
- Logo listing on marketing materials, posters, event flyers and social media posts and thank you for your sponsorship in all press materials and media alerts
- Logo listing on City website with a link to your website and thank you for your support at each event

2025 Premier Sponsorship:

\$10,000

- Prominent display of your logo on all event banners
- Recognition as Premiere Sponsor on all marketing materials, posters, event flyers and social media posts
- Recognition as Premiere Sponsor in all press materials and media alerts
- Recognition as Premiere Sponsor on the City website with a link to your website
- Thank you for your support at each event

2025 Friend Of Clayton Sponsorship:

\$2,500

- Mention included as Friend of Clayton on event banners, marketing materials, posters, event flyers and social media posts and thank you for your support in all press materials and media alerts

Individual event sponsorships are available from \$500-\$5,000 per event.

**Please contact Kim Trupiano at
kimt@claytonca.gov
or 925.673.7324 for more information.**

Deadline to participate in all events is March 31, 2025.



CLAYTON CITY HALL
6000 Heritage Trail, Clayton | 925.673.7300 | www.claytonca.gov



STAFF REPORT

TO: HONORABLE MAYOR AND COUNCIL MEMBERS

FROM: Stephanie Cabrera-Brown, City Clerk/Assistant to the City Manager

DATE: February 24, 2025

SUBJECT: Discuss and Provide Direction on the Prime Time Entertainment, Inc. Agreement

BACKGROUND

Review the proposed agreement with PrimeTime Entertainment, Inc. (PTE) and provide feedback on line-up, associated costs, and recommend that the City Council approve the agreement.

ATTACHMENTS

[Clayton_ PTE Agreement.pdf](#)

CITY OF CLAYTON PROFESSIONAL SERVICES AGREEMENT

This Agreement is made and entered into as {Insert Date} by and between the City of Clayton, a municipal corporation organized and operating under the laws of the State of California with its principal place of business at 6000 Heritage Trail, Clayton, California 94517 ("City"), and **PRIMETIME ENTERTAINMENT, INC.**, a **CORPORATION** with its principal place of business at **2430 Research Drive, Livermore CA 94550** (hereinafter referred to as "Consultant"). City and Consultant are sometimes individually referred to as "Party" and collectively as "Parties" in this Agreement.

RECITALS

A. City is a public agency of the State of California and is in need of professional services for the following project:

Concerts in the Grove 2025 (hereinafter referred to as "the Project").

B. Consultant is duly licensed and has the necessary qualifications to provide such services.

C. The Parties desire by this Agreement to establish the terms for City to retain Consultant to provide the services described herein.

AGREEMENT

NOW, THEREFORE, IT IS AGREED AS FOLLOWS:

1. Services.

Consultant shall provide the City with the services described in the Scope of Services attached hereto as Exhibit "A."

2. Compensation.

a. Subject to paragraph 2(b) below, the City shall pay for such services in accordance with the Schedule of Charges set forth in Exhibit "B."

b. In no event shall the total amount paid for services rendered by Consultant under this Agreement exceed the sum of **\$31,039.00**. This amount is to cover all printing and related costs, and the City will not pay any additional fees for printing expenses. Periodic payments shall be made within 30 days of receipt of an invoice which includes a detailed description of the work performed. Payments to Consultant for work performed will be made on a monthly billing basis.

3. Additional Work.

If changes in the work seem merited by Consultant or the City, and informal consultations with the other party indicate that a change is warranted, it shall be processed in the following manner: a letter outlining the changes shall be forwarded to the City by Consultant with a

statement of estimated changes in fee or time schedule. An amendment to this Agreement shall be prepared by the City and executed by both Parties before performance of such services, or the City will not be required to pay for the changes in the scope of work. Such amendment shall not render ineffective or invalidate unaffected portions of this Agreement.

4. Maintenance of Records.

Books, documents, papers, accounting records, and other evidence pertaining to costs incurred shall be maintained by Consultant and made available at all reasonable times during the contract period and for four (4) years from the date of final payment under the contract for inspection by City.

5. Term.

The term of this Agreement shall be from **{Insert Start Date} to 09/30/2025**, unless earlier terminated as provided herein. The Parties may, by mutual, written consent, extend the term of this Agreement if necessary to complete the Project. Consultant shall perform its services in a prompt and timely manner within the term of this Agreement and shall commence performance upon receipt of written notice from the City to proceed ("Notice to Proceed"). The Notice to Proceed shall set forth the date of commencement of work.

6. Delays in Performance.

a. Neither City nor Consultant shall be considered in default of this Agreement for delays in performance caused by circumstances beyond the reasonable control of the non-performing party. For purposes of this Agreement, such circumstances include but are not limited to, abnormal weather conditions; floods; earthquakes; fire; epidemics; pandemics, war; riots and other civil disturbances; strikes, lockouts, work slowdowns, and other labor disturbances; sabotage or judicial restraint.

b. Should such circumstances occur, the non-performing party shall, within a reasonable time of being prevented from performing, give written notice to the other party describing the circumstances preventing continued performance and the efforts being made to resume performance of this Agreement.

7. Compliance with Law.

a. Consultant shall comply with all applicable laws, ordinances, codes and regulations of the federal, state and local government, including Cal/OSHA requirements.

b. If required, Consultant shall assist the City, as requested, in obtaining and maintaining all permits required of Consultant by federal, state and local regulatory agencies.

c. If applicable, Consultant is responsible for all costs of clean up and/ or removal of hazardous and toxic substances spilled as a result of his or her services or operations performed under this Agreement.

8. Standard of Care

Consultant's services will be performed in accordance with generally accepted professional practices and principles and in a manner consistent with the level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions.

9. Assignment and Subconsultant

Consultant shall not assign, sublet, or transfer this Agreement or any rights under or interest in this Agreement without the written consent of the City, which may be withheld for any reason. Any attempt to so assign or so transfer without such consent shall be void and without legal effect and shall constitute grounds for termination. Subcontracts, if any, shall contain a provision making them subject to all provisions stipulated in this Agreement. Nothing contained herein shall prevent Consultant from employing independent associates, and subconsultants as Consultant may deem appropriate to assist in the performance of services hereunder.

10. Independent Contractor

Consultant is retained as an independent contractor and is not an employee of City. No employee or agent of Consultant shall become an employee of City. The work to be performed shall be in accordance with the work described in this Agreement, subject to such directions and amendments from City as herein provided.

11. Insurance. Consultant shall not commence work for the City until it has provided evidence satisfactory to the City it has secured all insurance required under this section. In addition, Consultant shall not allow any subcontractor to commence work on any subcontract until it has secured all insurance required under this section.

a. Commercial General Liability

(i) The Consultant shall take out and maintain, during the performance of all work under this Agreement, in amounts not less than specified herein, Commercial General Liability Insurance, in a form and with insurance companies acceptable to the City.

(ii) Coverage for Commercial General Liability insurance shall be at least as broad as the following:

(1) Insurance Services Office Commercial General Liability coverage (Occurrence Form CG 00 01) or exact equivalent.

(iii) Commercial General Liability Insurance must include coverage for the following:

- (1) Bodily Injury and Property Damage
- (2) Personal Injury/Advertising Injury
- (3) Premises/Operations Liability
- (4) Products/Completed Operations Liability
- (5) Aggregate Limits that Apply per Project
- (6) Explosion, Collapse and Underground (UCX) exclusion deleted
- (7) Contractual Liability with respect to this Agreement
- (8) Property Damage
- (9) Independent Contractors Coverage

(iv) The policy shall contain no endorsements or provisions limiting coverage for (1) contractual liability; (2) cross liability exclusion for claims or suits by one insured against another; (3) products/completed operations liability; or (4) contain any other exclusion contrary to the Agreement.

(v) The policy shall give City, the City Council and each member of the City Council, its officers, employees, agents and City designated volunteers additional insured status using ISO endorsement forms CG 20 10 10 01 and 20 37 10 01, or endorsements providing the exact same coverage.

(vi) The general liability program may utilize either deductibles or provide coverage excess of a self-insured retention, subject to written approval by the City, and provided that such deductibles shall not apply to the City as an additional insured.

b. Automobile Liability

(i) At all times during the performance of the work under this Agreement, the Consultant shall maintain Automobile Liability Insurance for bodily injury and property damage including coverage for owned, non-owned and hired vehicles, in a form and with insurance companies acceptable to the City.

(ii) Coverage for automobile liability insurance shall be at least as broad as Insurance Services Office Form Number CA 00 01 covering automobile liability (Coverage Symbol 1, any auto).

(iii) The policy shall give City, the City Council and each member of the City Council, its officers, employees, agents and City designated volunteers additional insured status.

(iv) Subject to written approval by the City, the automobile liability program may utilize deductibles, provided that such deductibles shall not apply to the City as an additional insured, but not a self-insured retention.

c. Workers' Compensation/Employer's Liability

(i) Consultant certifies that he/she is aware of the provisions of Section 3700 of the California Labor Code which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and he/she will comply with such provisions before commencing work under this Agreement.

(ii) To the extent Consultant has employees at any time during the term of this Agreement, at all times during the performance of the work under this Agreement, the Consultant shall maintain full compensation insurance for all persons employed directly by him/her to carry out the work contemplated under this Agreement, all in accordance with the "Workers' Compensation and Insurance Act," Division IV of the Labor Code of the State of California and any acts amendatory thereof, and Employer's Liability Coverage in amounts indicated herein. Consultant shall require all subconsultants to obtain and maintain, for the period required by this Agreement, workers' compensation coverage of the same type and limits as specified in this section.

d. Professional Liability (Errors and Omissions)

At all times during the performance of the work under this Agreement the Consultant shall maintain professional liability or Errors and Omissions insurance appropriate to its profession, in a form and with insurance companies acceptable to the City and in an amount indicated herein. This insurance shall be endorsed to include contractual liability applicable to this Agreement and shall be written on a policy form specifically designed to protect against acts, errors or omissions of the Consultant. "Covered Professional Services" as designated in the policy must specifically include work performed under this Agreement. The policy must "pay on behalf of" the insured and must include a provision establishing the insurer's duty to defend.

e. Minimum Policy Limits Required

- (i) The following insurance limits are required for the Agreement:

	<u>Combined Single Limit</u>
Commercial General Liability	\$1,000,000 per occurrence/ \$2,000,000 aggregate for bodily injury, personal injury, and property damage
Automobile Liability	\$1,000,000 combined single limit
Employer's Liability	\$1,000,000 per accident or disease
Professional Liability	\$1,000,000 per claim and aggregate (errors and omissions)

- (ii) Defense costs shall be payable in addition to the limits.

(iii) Requirements of specific coverage or limits contained in this section are not intended as a limitation on coverage, limits, or other requirement, or a waiver of any coverage normally provided by any insurance. Any available coverage shall be provided to the parties required to be named as Additional Insured pursuant to this Agreement.

f. Evidence Required

Prior to execution of the Agreement, the Consultant shall file with the City evidence of insurance from an insurer or insurers certifying to the coverage of all insurance required herein. Such evidence shall include original copies of the ISO CG 00 01 (or insurer's equivalent) signed by the insurer's representative and Certificate of Insurance (Acord Form 25-S or equivalent), together with required endorsements. All evidence of insurance shall be signed by a properly authorized officer, agent, or qualified representative of the insurer and shall certify the names of the insured, any additional insureds, where appropriate, the type and amount of the insurance, the location and operations to which the insurance applies, and the expiration date of such insurance.

g. Policy Provisions Required

(i) Consultant shall provide the City at least thirty (30) days prior written notice of cancellation of any policy required by this Agreement, except that the Consultant

shall provide at least ten (10) days prior written notice of cancellation of any such policy due to non-payment of premium. If any of the required coverage is cancelled or expires during the term of this Agreement, the Consultant shall deliver renewal certificate(s) including the General Liability Additional Insured Endorsement to the City at least ten (10) days prior to the effective date of cancellation or expiration.

(ii) The Commercial General Liability Policy and Automobile Policy shall each contain a provision stating that Consultant's policy is primary insurance and that any insurance, self-insurance or other coverage maintained by the City or any named insureds shall not be called upon to contribute to any loss.

(iii) The retroactive date (if any) of each policy is to be no later than the effective date of this Agreement. Consultant shall maintain such coverage continuously for a period of at least three years after the completion of the work under this Agreement. Consultant shall purchase a one (1) year extended reporting period A) if the retroactive date is advanced past the effective date of this Agreement; B) if the policy is cancelled or not renewed; or C) if the policy is replaced by another claims-made policy with a retroactive date subsequent to the effective date of this Agreement.

(iv) All required insurance coverages, except for the professional liability coverage, shall contain or be endorsed to provide a waiver of subrogation in favor of the City, its officials, officers, employees, agents, and volunteers or shall specifically allow Consultant or others providing insurance evidence in compliance with these specifications to waive their right of recovery prior to a loss. Consultant hereby waives its own right of recovery against City and shall require similar written express waivers and insurance clauses from each of its subconsultants.

(v) The limits set forth herein shall apply separately to each insured against whom claims are made or suits are brought, except with respect to the limits of liability. Further the limits set forth herein shall not be construed to relieve the Consultant from liability in excess of such coverage, nor shall it limit the Consultant's indemnification obligations to the City and shall not preclude the City from taking such other actions available to the City under other provisions of the Agreement or law.

h. Qualifying Insurers

(i) All policies required shall be issued by acceptable insurance companies, as determined by the City, which satisfy the following minimum requirements:

(1) Each such policy shall be from a company or companies with a current A.M. Best's rating of no less than A:VII and admitted to transact in the business of insurance in the State of California, or otherwise allowed to place insurance through surplus line brokers under applicable provisions of the California Insurance Code or any federal law.

i. Additional Insurance Provisions

(i) The foregoing requirements as to the types and limits of insurance coverage to be maintained by Consultant, and any approval of said insurance by the City, is not intended to and shall not in any manner limit or qualify the liabilities and obligations otherwise

assumed by the Consultant pursuant to this Agreement, including but not limited to, the provisions concerning indemnification.

(ii) If at any time during the life of the Agreement, any policy of insurance required under this Agreement does not comply with these specifications or is canceled and not replaced, City has the right but not the duty to obtain the insurance it deems necessary and any premium paid by City will be promptly reimbursed by Consultant or City will withhold amounts sufficient to pay premium from Consultant payments. In the alternative, City may cancel this Agreement.

(iii) The City may require the Consultant to provide complete copies of all insurance policies in effect for the duration of the Project.

(iv) Neither the City nor the City Council, nor any member of the City Council, nor any of the officials, officers, employees, agents or volunteers shall be personally responsible for any liability arising under or by virtue of this Agreement.

j. Subconsultant Insurance Requirements. Consultant shall not allow any subcontractors or subconsultants to commence work on any subcontract until they have provided evidence satisfactory to the City that they have secured all insurance required under this section. Policies of commercial general liability insurance provided by such subcontractors or subconsultants shall be endorsed to name the City as an additional insured using ISO form CG 20 38 04 13 or an endorsement providing the exact same coverage. If requested by Consultant, City may approve different scopes or minimum limits of insurance for particular subcontractors or subconsultants.

12. Indemnification.

a. To the fullest extent permitted by law, Consultant shall defend (with counsel of City's choosing), indemnify and hold the City, its officials, officers, employees, volunteers, and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury of any kind, in law or equity, to property or persons, including wrongful death, in any manner arising out of, pertaining to, or incident to any acts, errors or omissions, or willful misconduct of Consultant, its officials, officers, employees, subcontractors, consultants or agents in connection with the performance of the Consultant's services, the Project or this Agreement, including without limitation the payment of all damages, expert witness fees and attorney's fees and other related costs and expenses. Consultant's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by Consultant, the City, its officials, officers, employees, agents, or volunteers.

b. If Consultant's obligation to defend, indemnify, and/or hold harmless arises out of Consultant's performance of "design professional" services (as that term is defined under Civil Code section 2782.8), then, and only to the extent required by Civil Code section 2782.8, which is fully incorporated herein, Consultant's indemnification obligation shall be limited to claims that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Consultant, and, upon Consultant obtaining a final adjudication by a court of competent jurisdiction, Consultant's liability for such claim, including the cost to defend, shall not exceed the Consultant's proportionate percentage of fault.

13. California Labor Code Requirements.

a. Consultant is aware of the requirements of California Labor Code Sections 1720 et seq. and 1770 et seq., which require the payment of prevailing wage rates and the performance of other requirements on certain “public works” and “maintenance” projects (“Prevailing Wage Laws”). If the services are being performed as part of an applicable “public works” or “maintenance” project, as defined by the Prevailing Wage Laws, and if the total compensation is \$1,000 or more, Consultant agrees to fully comply with such Prevailing Wage Laws. Consultant shall defend, indemnify and hold the City, its officials, officers, employees and agents free and harmless from any claims, liabilities, costs, penalties or interest arising out of any failure or alleged failure to comply with the Prevailing Wage Laws. It shall be mandatory upon the Consultant and all subconsultants to comply with all California Labor Code provisions, which include but are not limited to prevailing wages (Labor Code Sections 1771, 1774 and 1775), employment of apprentices (Labor Code Section 1777.5), certified payroll records (Labor Code Sections 1771.4 and 1776), hours of labor (Labor Code Sections 1813 and 1815) and debarment of contractors and subcontractors (Labor Code Section 1777.1). The requirement to submit certified payroll records directly to the Labor Commissioner under Labor Code section 1771.4 shall not apply to work performed on a public works project that is exempt pursuant to the small project exemption specified in Labor Code Section 1771.4.

b. If the services are being performed as part of an applicable “public works” or “maintenance” project, then pursuant to Labor Code Sections 1725.5 and 1771.1, the Consultant and all subconsultants performing such services must be registered with the Department of Industrial Relations. Consultant shall maintain registration for the duration of the Project and require the same of any subconsultants, as applicable. Notwithstanding the foregoing, the contractor registration requirements mandated by Labor Code Sections 1725.5 and 1771.1 shall not apply to work performed on a public works project that is exempt pursuant to the small project exemption specified in Labor Code Sections 1725.5 and 1771.1.

c. This Agreement may also be subject to compliance monitoring and enforcement by the Department of Industrial Relations. It shall be Consultant’s sole responsibility to comply with all applicable registration and labor compliance requirements. Any stop orders issued by the Department of Industrial Relations against Consultant or any subcontractor that affect Consultant’s performance of services, including any delay, shall be Consultant’s sole responsibility. Any delay arising out of or resulting from such stop orders shall be considered Consultant caused delay and shall not be compensable by the City. Consultant shall defend, indemnify and hold the City, its officials, officers, employees and agents free and harmless from any claim or liability arising out of stop orders issued by the Department of Industrial Relations against Consultant or any subcontractor.

14. Verification of Employment Eligibility.

By executing this Agreement, Consultant verifies that it fully complies with all requirements and restrictions of state and federal law respecting the employment of undocumented aliens, including, but not limited to, the Immigration Reform and Control Act of 1986, as may be amended from time to time, and shall require all subconsultants and sub-subconsultants to comply with the same.

15. Reserved.

16. Laws and Venue.

This Agreement shall be interpreted in accordance with the laws of the State of California. If any action is brought to interpret or enforce any term of this Agreement, the action shall be brought in a state or federal court situated in the County of Contra Costa, State of California.

17 Termination or Abandonment

a. City has the right to terminate or abandon any portion or all of the work under this Agreement by giving ten (10) calendar days written notice to Consultant. In such event, City shall be immediately given title and possession to all original field notes, drawings and specifications, written reports and other documents produced or developed for that portion of the work completed and/or being abandoned. City shall pay Consultant the reasonable value of services rendered for any portion of the work completed prior to termination. If said termination occurs prior to completion of any task for the Project for which a payment request has not been received, the charge for services performed during such task shall be the reasonable value of such services, based on an amount mutually agreed to by City and Consultant of the portion of such task completed but not paid prior to said termination. City shall not be liable for any costs other than the charges or portions thereof which are specified herein. Consultant shall not be entitled to payment for unperformed services, and shall not be entitled to damages or compensation for termination of work.

b. Consultant may terminate its obligation to provide further services under this Agreement upon thirty (30) calendar days' written notice to City only in the event of substantial failure by City to perform in accordance with the terms of this Agreement through no fault of Consultant.

18 Documents. Except as otherwise provided in "Termination or Abandonment," above, all original field notes, written reports, Drawings and Specifications and other documents, produced or developed for the Project shall, upon payment in full for the services described in this Agreement, be furnished to and become the property of the City.

19. Organization

Consultant shall assign **Hannah Kohlmeier, Talent Buyer** as Project Manager. The Project Manager shall not be removed from the Project or reassigned without the prior written consent of the City.

20. Limitation of Agreement.

This Agreement is limited to and includes only the work included in the Project described above.

21. Notice

Any notice or instrument required to be given or delivered by this Agreement may be given or delivered by depositing the same in any United States Post Office, certified mail, return receipt requested, postage prepaid, addressed to:

CITY:

City of Clayton

6000 Heritage Trail

Clayton, CA 94517

Attn: Kris Lofthus, City Manager

CONSULTANT:

PRIMETIME ENTERTAINMENT, INC

2430 Research Drive

Livermore, CA 94550

Jim Douglas, Owner

and shall be effective upon receipt thereof.

22. Third Party Rights

Nothing in this Agreement shall be construed to give any rights or benefits to anyone other than the City and the Consultant.

23. Equal Opportunity Employment.

Consultant represents that it is an equal opportunity employer and that it shall not discriminate against any employee or applicant for employment because of race, religion, color, national origin, ancestry, sex, age or other interests protected by the State or Federal Constitutions. Such non-discrimination shall include, but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination.

24. Entire Agreement

This Agreement, with its exhibits, represents the entire understanding of City and Consultant as to those matters contained herein, and supersedes and cancels any prior or contemporaneous oral or written understanding, promises or representations with respect to those matters covered hereunder. Each Party acknowledges that no representations, inducements, promises or agreements have been made by any person which are not incorporated herein, and that any other agreements shall be void. This Agreement may not be modified or altered except in writing signed by both Parties hereto. This is an integrated Agreement.

25. Severability

The unenforceability, invalidity or illegality of any provision(s) of this Agreement shall not render the remaining provisions unenforceable, invalid or illegal.

26. Successors and Assigns

This Agreement shall be binding upon and shall inure to the benefit of the successors in interest, executors, administrators and assigns of each Party to this Agreement. However, Consultant shall not assign or transfer by operation of law or otherwise any or all of its rights, burdens, duties or obligations without the prior written consent of City. Any attempted assignment without such consent shall be invalid and void.

27. Non-Waiver

None of the provisions of this Agreement shall be considered waived by either Party, unless such waiver is specifically specified in writing.

28. Time of Essence

Time is of the essence for each and every provision of this Agreement.

29. City's Right to Employ Other Consultants

City reserves its right to employ other consultants, including engineers, in connection with this Project or other projects.

30. Prohibited Interests

Consultant maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Consultant, to solicit or secure this Agreement. Further, Consultant warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Consultant, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, City shall have the right to rescind this Agreement without liability. For the term of this Agreement, no director, official, officer or employee of City, during the term of his or her service with City, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

[SIGNATURES ON FOLLOWING PAGE]

**SIGNATURE PAGE FOR PROFESSIONAL SERVICES AGREEMENT
BETWEEN THE CITY OF CLAYTON
AND PRIMETIME ENTERTAINMENT, INC.**

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date first written above.

CITY OF CLAYTON

PrimeTime Entertainment, Inc.

By: _____
Kris Lofthus
City Manager

By: _____
Its: Owner
Printed Name: Jim Douglas

ATTEST:

By: _____
Stephanie Cabrera-Brown
City Clerk

DRAFT

EXHIBIT A
SCOPE OF SERVICES

On-Site Coordinator

- I. Designate one On-Site Coordinator and one Promoter (may be the same person)
2. Schedule on-site coordinator to arrive at 3:00 pm and remain on site through the conclusion of the event
3. Handle all entertainment communication, logistics and day of appearance
 - a. Band Load in
 - b. Sound checks
 - c. Concert flow management
 - d. Review set lists
 - e. Plan for and ensure proper audio/electrical needs for each band

Promoter

4. Responsible for requesting the needed insurance, licenses, and contracts required by the City
5. Responsible for paying bands based on agreed upon event rates.
6. Send detailed show logistics in advance of each event: Event timing, hospitality and questions
 - a. Share with engineers, bands, and staff
7. Provide in-house marketing support to create:
 - a. Ad materials
 - b. Online event listing
 - c. Digital Fliers for use of the artists and City

EXHIBIT B

Schedule of Charges/Payments

Consultant will invoice City on a monthly cycle. Consultant will include with each invoice a detailed progress report that indicates the amount of budget spent on each task. Consultant will inform City regarding any out-of-scope work being performed by Consultant. This is a time-and-materials contract.

1. \$650 per concert for a total of 8 concerts - \$
2. 15% of Booking Fee based on Band's gross wages - \$
3. Wages for Bands based on table below - \$

Total Bands	
Total On-site Coordinator Fees	
Total Promoter Fees	
Agreement Total	

Concert Date	Fees
May 17	Promoter Fee:
	Band Fee
May 31	Promoter Fee:
	Band Fee:
June 14	Promoter Fee:
	Band Fee
June 28	Promoter Fee:
	Band Fee:
July 12	Promoter Fee:
	Band Fee

July 26	Promoter Fee:
	Band Fee:
August 9	Promoter Fee:
	Band Fee
August 23	Promoter Fee:
	Band Fee:

DRAFT

EXHIBIT C
Activity Schedule

Concert Date	Scheduled Band
May 17	
May 31	
June 14	
June 28	
July 12	
July 26	
August 9	
August 23	