

MEMORANDUM

TO: Cindy Hoye
FROM: Monica Smiley
DATE: July 13, 2011
RE: **Special Procurement**
Production Services – Mid-America Sound - Stage Set-up, Lighting & Sound

This Special Procurement request is being submitted requesting the professional services of Mid-America Sound Corporation.

The service is valued in excess of Fifty Thousand Dollars (\$50,000.00) annually and has been previously approved by the Commission on June 9, 2011.

Mid-America is an Indiana based business with a desire to keep its working relationship with the ISFC. Attached, please find a letter from Mid-America which supports the special procurement request as well as specifies the limited cost increase, a guaranteed limit that was extended to the ISFC in 2010 as well.

In research on this matter in 2010, Michelle concluded that there is a cost savings for the ISFC in utilizing Mid-America Sound Corporation. In addition, making a change in this particular area of service could seriously impair the performance of the Event Producer – State Fair Team and could seriously impair the quality of each show's production. Mid-America is familiar with the Fairgrounds, the venue sites as well as the promotion companies involved in each annual Fair. Their professionalism, expertise, experience and ability to operate independently without direct supervision, provides the ISFC and particularly the Event Producer – State Fair Team the assurance that all the service needs of the artists will be satisfied. Mid America has contributed to the success of the ISFC in show production.

Mid-America is a nationally recognized organization with a renowned reputation. Research shows that if the ISFC was to seek bids for this service locally, in-state and out-of-state, responding businesses would seek equipment and assistance from Mid-America to help fulfill the needs of the ISFC.

80 IAC 1-5-9 Special Procurement provides:

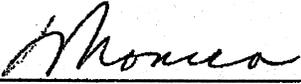
The Executive Director may make, or authorize the procurement department to make, special procurements when:

“(2) when there exists a unique opportunity to obtain supplies/services at a substantial savings to the commission; and

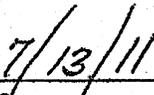
“(7) when procurement of the required supplies/services under another section of this rule would seriously impair the function of the using department

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Respectfully,



Monica Smiley, Contracts Office

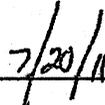


Date

Approved by:



Cynthia C. Hoye, Executive Director



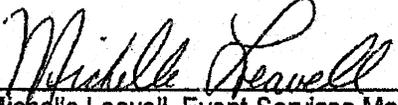
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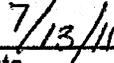
Margaret Davidson, Event Producer –
State Fair Team Director



Date



Michelle Leavell, Event Services Manager



Date

Indiana State Fair Commission Sole Source / Special Procurement / Emergency Purchase Form

Use this form when making a purchase (under or over \$10,000) that falls outside normal purchasing rules. If the purchase does not meet the criteria listed below, you must obtain at least three price quotes before the purchase can be made. **This form MUST be signed by the Executive Director before the purchase can be made.** Store the form in the electronic document folder that is part of the purchase order in EBMS

Item(s) Purchased: Lighting, Sound, Stage Equipment, etc.

Vendor/Supplier: Mid America Sound PO #:

Sole Source Procurement

You may make purchases under this rule when the item(s) being purchased are only available from one vendor/supplier/manufacture. A reasonable effort must be made to locate additional vendors for the item. It is still necessary to submit a purchase order through EBMS and wait for approval from the Executive Director before any purchases can be made.

There is only one vendor/supplier/manufacture for item being purchased

Special Procurement

You may make purchases under this rule only if one or more of the criteria listed below are met. It is still necessary to submit a purchase order through EBMS and wait for approval from the Executive Director before any purchases can be made.

- I am purchasing items that must be compatible with existing items
- I am purchasing used items, items at auction, or items which must be inspected first
- I have solicited bids from at least three sources, and have only received one response, and waiting for additional responses would impair the function of the department
- I am able to purchase items from a supplier at a substantial savings to the commission
- I am purchasing contracts for insurance and the annual premium is less than \$5,000
- I am purchasing software programs and/or licensing agreements

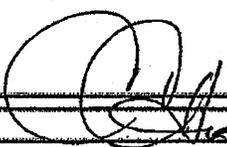
Emergency Procurement

Emergency procurements are a type of special procurement. There are only two types of emergency purchases. If the purchase qualifies as an emergency, you may make the purchase without an approved PO. You are still required to submit a PO through EBMS, but you do not have to wait for approval before making the purchase. A reasonable effort must be made to obtain multiple price quotes.

- This is an emergency because an immediate threat to public safety, health, or property exists, or
- the procurement of the required supplies through normal purchasing rules would seriously impair the function of the using department.

Please provide support for your decision to make a purchase using the rules outlined above:

Mid America Sound Corp. knows the intricate details related to the needs of the ISFC and contracted artists. Furthermore, they carry equipment that other suppliers would have to rent from Mid America. A savings will be noticed by the ISFC in that Mid America agrees to commit to no price/cost increases from 2010, an agreement that they also initiated and honored in 2010.

Executive Director's Signature:  Date:



MID-AMERICA SOUND CORPORATION

Audio/Lighting/Staging/Roofs/Backline/Consulting/Design

6643 West 400 North, Greenfield, IN 46140

Phone (317) 947-9980, Fax (317)-947-9981

www.midamericasound.com

July 6, 2011

Ms. Michelle Leavell
Indiana State Fair Commission
1202 E. 38th Street
Indianapolis, IN 46205

As we prepare for the 2011 Indiana State Fair, the ISFC will see our costs for the 2011 Fair will remain the same or reflect very little cost increases.

Mid-America Sound Corporation has partnered with the ISFC for over 20 years to ensure the Hoosier Lottery Grandstand Stage, Free Stage, Main Street Stage, and all as-needed venues, accommodate the artists and satisfy the guests attending the Indiana State Fair. The equipment requirements vary greatly from performance to performance. Equipment varies from piece to piece and varies in cost, function, set-up time, location, etc. In addition, some of the equipment (for instance digital consoles) required by the national touring acts is not available anywhere else in the Midwest.

Mid-America Sound Corporation assists with production advance for all Grandstand and Free Stage shows and works with Live-360 and the Indiana State Fair to ensure all production needs are met, both professionally and in a timely manner for all acts.

Mid-America Sound Corporation is a professional and experienced sound and light company that provides on-site technicians for the entire run of the fair. We have technicians stationed at each stage during the day and provide a roving technician to go to each stage to assist with shows as needed. In addition, we provide backup backline gear (i.e. keyboard, drum kit, etc) on-site at all times to cover last minute needs.

Years ago Mid-America demonstrated our commitment to the Indiana State Fair and ISFC by our purchase of a 10 Tower Thomas Load Bearing Roof (82' x 64' x 44'). This roof is unique in its design and fits the footprint of the current stage and production area. Mid-America has a long term relationship with the ISFC, and we have demonstrated it through our strong and professional relationship with the ISFC, as well as with many entertainment agencies.

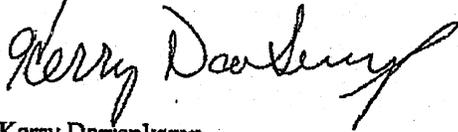
I, Kerry Darrenkamp, owner of Mid-America Sound Corporation can attest that since ISFC utilized my company in its growing stages (over 25 years ago) I have always provided the ISFC with lower than normal pricing for Production Services. One of the reasons I can do this is due to how well we work with ISFC, in particular with the Events Services Manager,

July 6, 2011

Michelle Leavell. Michelle has a thorough understanding of our type of business and can relate the needs and requirements of both the ISFC and artists to us. In addition, she understands our billing and the timing and manner in which invoices are paid. Because of our long term relationship I am able to maintain expenses at the same level or limit any expense increase incurred during the Fair to a maximum of 2% per year utilizing the lower rates that I have always extended to the ISFC.

Mid-America Sound Corporation is an Indiana business with a strong desire to continue its working relationship with the ISFC and to make sure the ISFC has as high a quality of production as any other Grandstand Stage in the country.

Sincerely,



Kerry Darrenkamp
President
Mid-America Sound Corporation

