

REPORT TO THE BOARD OF MAYOR & ALDERMEN

DATE: November 24, 2025

FROM: Greg Clark, Parks, Recreation and Community Services Director

SUBJECT: Contract Renewal for Independence Day Entertainment Production Services

INTRODUCTION:

The purpose of this Agenda item is for the Board of Mayor & Aldermen to consider approval of a contract renewal with Resource Entertainment Group, LLC in the amount of \$61,720.00 to provide Entertainment Production Services for the 2026 Independence Day Celebration for the Parks, Recreation, & Community Services Department.

BACKGROUND:

In March 2021, the Board of Mayor & Aldermen approved the use of the Request for Proposal (RFP) solicitation process for securing one (1) service contract for Independence Day Entertainment Production Services. The Town had two (2) vendors pick up the RFP Packet from our Procurement Division. Only Resource Entertainment Group provided a proposal for review.

In December 2021, the Board of Mayor & Aldermen approved a contract with Resource Entertainment Group to provide production services for the 2022 Independence Day Celebration. The approved contract provided the option to renew the contract for four (4) additional 12-month terms, up to a cumulative total of sixty (60) months. The original contract amount was \$59,230.00.

In November 2022, the Board approved the first (1st) contract amendment with Resource Entertainment Group, LLC. Contract Amendment #1 provided a larger second freestanding video screen 12' x 20' (240 sq. ft – 66% increase) in the amount of \$2,200.00.

This request for your consideration tonight would be the fourth (4th) renewal of the approved contract.

DISCUSSION:

The 2026 IDC celebration is proposed to be held at HW Cox Park on Thursday, July 2nd.

Components of the proposed contract include:

- Stage – Set Up & Break Down
- Lighting Systems
- Audio Systems (front of house and rear of house to encompass large acreage and audience of 20,000+)
- Complete Stage Banner Support System
- Booking & Coordination of Opening Entertainment Act & Headline Entertainment Act
- Booking & Coordination of Headline Entertainment Act
- Overnight security for stage, lighting system, & sound system
- Sound Board & Operations/Production of Show
- Stage Video Screen/Camera Operators/Cameras to include one wireless camera
- A second, freestanding 12' x 20' high-definition video wall/screen of the same technical standards as the stage-mounted screen.

- A second video support unit to operate a licensed software package that will be programmed to capture social media feeds tagged by particular hashtag(s) to be identified prior to the event, as well as a library of still images to be provided by Collierville Parks and Recreation Department, which shall be transmitted as content to the second video wall. The software will be operated by an on-site “curator” who shall be responsible for ensuring that only appropriate content appears on the video wall.
- A wireless microphone suitable for use by a roving emcee to accompany the wireless camera in the primary video unit to capture audience interviews and make announcements from various locations as desired, with an approximate range of 150 feet.

Inclement Weather Conditions of the Contract include:

- If the July 3rd performance is cancelled, and the show is rescheduled for July 4th, the Town will pay \$72,415.00 (additional charge of \$10, 695.00).
- If the event is cancelled after the entertainment portion of the event has commenced, the entire bid amount would be paid to Resource Entertainment Group, LLC.

Note: This contract renewal includes only the entertainment/stage/sound package for the Independence Day Celebration. The fireworks display is a completely different contract.

The proposed signed contract renewal form (Attachment ‘A’) & original signed Evaluation Team report (Attachment ‘B’) are attached.

BUDGET IMPACT:

The FY 2026 Budget includes approved expenditures in the amount of \$63,000.00 in our Contractual Services account (299-01) for the Independence Day Celebration – Entertainment Production Services. This expenditure (if approved) will be the exact expense (no increase) for the IDC entertainment package that was approved and provided for the 2025 Independence Day Celebration.

Fund	Dept.	Obj. Code	Description	Approved Line Item Budget	Previous Expenses	Proposed Expense	Balance	Budget Impact
110	44400	299-01	Police HQ Elevator Upgrades	\$689,090.00	\$279,294.90	\$61,720.00	\$348,075.10	N/A

ATTACHMENTS:

[Indep. Day - Productions 2026 Attachments.pdf](#)

PROPOSED MOTION:

To approve the Contract Renewal with Resource Entertainment Group, LLC in the amount of \$61,720.00 for Entertainment Production Services for the 2026 Independence Day Celebration for the Parks, Recreation, & Community Services Department.

Board Action: Motion By _____ Seconded By _____

Vote Total	Hall	Jordan	Robbins	Marshall	Stamps	Fraser
Yes						
No						
Abstain						