

Westermann, Dawn

From: Imagine Party and Events <imagineparty@[REDACTED]>
Sent: Wednesday, January 25, 2017 6:39 PM
To: Westermann, Dawn
Subject: Re: Preferred and non-preferred vendors at Union Depot

Dawn

Thank you for this information. The client feels very strongly about working with a flat fee for the vendors, so we need to proceed down this path.

One thing the client would like to know is why there are commission fees to the venue in order to work there? What is the rationale for this? It seems like a double payment to the venue and makes the venue not the same price for each client coming there, something you mentioned in the beginning of the phone call that was important to Union Depot. It feels like the client is being penalized, the nicer party they throw, the more they pay the venue, even though that should be a fixed cost.

Please let us know when you have an idea what number you would be comfortable with.

Stacey and Debbie

On Wed, Jan 25, 2017 at 6:52 PM, Westermann, Dawn <Dawn.Westermann@[REDACTED]> wrote:

Hi again,

Sorry for the confusion on the vendor commissions, and that they give us their invoices. They only give this to us, Jones Lang LaSalle as managing agent, and our client, the county. It is *not* public information. The only way one could get that information is to file a freedom of information act request and it would be very specific as to what they asked for and what the charges on the event were. If they only asked for the rental fee to hold the event here, that would be all they get. The request would have to be on specifics, which is highly unlikely. As a private event, I don't know why anyone would think they cared enough to go through the effort, versus if it were funded as a taxpayer-paid event. It is not that easy to get from the county. In the past 4 years, since the building renovation was complete, we had one request for financial information, and that was related to how much a tenant in the building was paying for rent. You could ask the vendors to sign a confidentiality agreement.

I hope this helps. Thank you,

Dawn

From: Imagine Party and Events [mailto:imagineparty@[REDACTED]]
Sent: Wednesday, January 25, 2017 5:39 PM
To: Westermann, Dawn
Subject: Re: Preferred and non-preferred vendors at Union Depot

Dawn,

It's interesting that you wrote to us, as we have been speaking with our client for the last hour regarding this matter.

We mistakenly agreed that the preferred vendor fee of 10% would be acceptable, and that the expenditures to those vendors would be public information. With the exception of CRAVE, our client would like a flat fee for

decor and rental elements of the event regardless if it is a preferred or non preferred vendor. Please let us know what number you think would be appropriate .

Sorry for the confusion.

Stacey and Debbie

On Wed, Jan 25, 2017 at 6:19 PM, Westermann, Dawn <[Dawn.Westermann@\[REDACTED\]](mailto:Dawn.Westermann@[REDACTED])> wrote:

Hi Stacey and Debbie,

Before we talk to the county about your request regarding the non-preferred vendor commission, we want to confirm that you understand that any of our preferred vendors, such as CRAVE, that you will work with, are required per their contract with us to provide your final invoice with the commission check. Please confirm you know this is part of the standard agreement with them or any other preferred vendor. You mentioned you are ok with this for the preferred vendors, we're trying to understand why you're not ok with this for the non-preferred vendors. This piece will be beneficial for us to understand in going to talk with our county director.

Thank you,

Dawn Westermann

Venue Sales Manager

Jones Lang LaSalle

Tel +1 [REDACTED]

[Dawn.westermann@\[REDACTED\]](mailto:Dawn.westermann@[REDACTED])

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