



Legislation Text

File #: 18-1642, **Version:** 1

Resolution to Approve a Professional Service Agreement with Filmtools/VTP for the Community Television Network (CTN) Master Control Upgrade (\$105,815.00)

Attached for your review and action is a resolution authorizing a professional services agreement with Filmtools/VTP in the amount of \$105,815.00 for the design, purchase and installation of television broadcast equipment for the CTN master control system, from which the 4 access channels are cablecast and streamed by CTN staff.

The existing master control servers have been in operation for over 10 years and in the past few years have been experiencing an increasing technical problems. In the past 8 months 3 of the 4 servers experienced complete failures, resulting in the cable channels being down for multiple days to more than a week. The servers' manufacturer considers them legacy equipment and no longer guarantees them to be repairable.

For the past year, CTN staff have researched channel servers and believe Tightrope Media System's broadcast servers will be the best solution as a replacement for the existing system. The new servers will allow for a greater number of file formats to be played, will have expanded file storage, and will streamline the processes and time involved for uploading programming online.

Proposals were solicited for the upgrade through RFP #18-29 issued by the City and opened on September 7, 2018. The proposal submitted by Filmtools/VTP, Brighton, MI, was determined to be the most appropriate in response to the guidelines set forth in the RFP. The total amount for the contracted service will be \$105,815.00.

Filmtools/VTP complies with the requirements of the City's non-discrimination ordinances.

Budget/Fiscal Impact: The purchase was planned and was budgeted at \$120,000.00 for FY 2019. Funding for this purchase is included in CTN Capital Equipment Fund in the approved FY 2019 budget.

Prepared by: Greg McDonald, CTN Manager

Reviewed by: Lisa Wondrash, Communications Unit Manager

Approved by: Howard S. Lazarus, City Administrator

Whereas, The City issued RFP #18-29 in September 2018 for the Community Television Network (CTN) Unit to acquire the services of a company to assist in the designing, purchasing and installation of an upgrade to the CTN Master Control system that cablecasts and streams the 4 CTN channels;

Whereas, The City selected Filmtools/VTP out of two proposals to perform the design, purchase and installation of an upgrade to the CTN Master Control system;

Whereas, The total amount to be paid for these contracted services will be \$105,815.00 in FY 2019;

Whereas, The funds for the CTN Master Control Upgrade are available in the approved FY 2019 CTN Production Equipment Fund; and

Whereas, Filmtools/VTP complies with the requirements of the City's Non-Discrimination and Living Wage Ordinances as of 9/7/2018;

RESOLVED, That the City Council approve a professional services agreement with Filmtools/VTP for the CTN Master Control Upgrade per RFP #18-29 in the amount of \$105,815.00;

RESOLVED, That funds for the purchase of this equipment in the amount of \$105,815.00 come from the FY 2019 CTN Production Equipment Fund;

RESOLVED, That the Mayor and City Clerk be authorized and directed to execute the professional services agreement with Filmtools/VTP after approval as to substance by the City Administrator and approval as to form by the City Attorney; and

RESOLVED, That the City Administrator be authorized to take all necessary actions to implement this resolution.