

City of Culver City, California
City Council Agenda Item Report

Meeting Date: 10/10/05		Item Number: <u>J-1</u>	
AGENDA ITEM: A Joint Item to Authorize a Six-Month Extension to the Professional Services Tri-Party Agreement with Imagery Video Productions to Continue Providing Video Operations Services to Broadcast and Videotape City Council, Redevelopment Agency, City Commissions and Other Public Meetings.			
Contact Person/Dept.: Akil Manley/Admin.		Phone Number: (310) 253-6015	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☒ No ☐	
Public Hearing: ☐		Action Item: ☒ Attachments: ☒	
Public Notification: Doug Nielsen, Imagery Video Productions (9/21/05); Master List Notification on 10/5/05			
Department Approval: Jerry Fulwood 10/2/05		CAO Approval: Scott Bixby for Jerry Fulwood 10/3/05	
City Controller Approval: Mary Noller for Marlee Chang 10/4/05			

RECOMMENDATION:

Staff recommends that the City Council (the "Council") and the Culver City Redevelopment Agency (the "Agency") authorize an extension of the existing Amendment to the Agreement up to six-months with Imagery Video Productions in an amount not to exceed \$11,760 to continue providing broadcasting and videotaping services for City Council, Redevelopment Agency, City Commissions and special meetings. Of that amount \$9,485 would be paid from the General Fund, and \$2,275 would be paid by the Agency.

BACKGROUND

The City of Culver City and the Culver City Redevelopment Agency entered into an Agreement with Imagery Video Productions on August 6, 1997 to broadcast Council and Agency meetings over the cable television system. The initial Agreement with Imagery Video Productions was subsequently amended on October 7, 1998, October 4, 1999, September 18, 2000, September 24, 2001, September 20, 2003, October 13, 2003, and September 13, 2004. The current Amendment to the Agreement has expired on September 30, 2005. During the September 13, 2004 meeting, Council directed staff to proceed with a Request for Proposal (RFP) process for video operators.

DISCUSSION:

Before conducting the RFP process for video operators, staff recommends extending Mr. Nielsen's, the owner and operator of Imagery Video Productions, current Amendment to the Agreement up to six months or until the system upgrade and RFP process are completed.

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The system upgrade, which is projected to be completed in late November, will require Council and Agency meetings to be broadcasted at alternative locations. Mr. Nielsen has the equipment capacity and is capable of broadcasting meetings at alternative locations during the course of the system upgrade, while providing the consistency and quality of our Council, Agency, and Commission meeting broadcasts that he has provided over the past eight years. The Amendment extension would also allow staff to conduct a mandatory walk-thru with contract bidders with the new system being fully operable during the RFP process.

FISCAL ANALYSIS:

Mr. Nielsen has agreed to continue invoicing the City his existing rate. Staff proposes that the agreement extension provide enough funds for Imagery Video Productions to broadcast all regular City Council, Agency, and televised Commission meetings, plus provide 10% contingency for additional special meetings, for a total maximum contract of \$11,760. Of this amount, \$9,485 would come from the City's General Fund. The Redevelopment Agency's share of this contract would be \$2,275. There are sufficient funds in Council's Contractual Services Budget to cover this expenditure.

ATTACHMENTS:

1. Sixth Amendment to Agreement with Imagery Productions for Video Production Services.

MOTION:

That the City Council:

1. Authorize six-month extension to the existing Amendment to the Agreement among the City of Culver City, the Culver City Redevelopment Agency, and Imagery Video Productions to extend the term of the Agreement from October 1, 2005 to March 31, 2006, at the same hourly rate, for a total maximum amount of \$11,760, subject to the Culver City Redevelopment Agency paying for \$2,275 of the annual amount; and
2. Direct the City Attorney to prepare the necessary documents and authorize the Chief Administrative Officer to execute said documents.