

# Consent Agenda

<b>Agenda Item #</b>	5B
<b>Meeting Date</b>	March 17, 2014
<b>Prepared By</b>	Alvaro Calabia TV Production Manager
<b>Approved By</b>	Brian T. Kenner City Manager

<b>Discussion Item</b>	Single Reading Ordinance Awarding a Contract to Contract Video Specialists (CVS) for City TV Equipment Upgrade to HD and Related Improvements
<b>Background</b>	City TV's control room, playback video server, Auditorium equipment and routers need to be upgraded to High Definition to meet current video standards. CVS is the only regional engineer firm that installs Tightrope's Cablecast and Carrousel, the video engines that generate City TV channel. Included in the upgrade would be the addition of technology for live broadcasting via phone for possible broadcasts from any location in the city; relocation of the Granicus server for better signal quality; addition of editing and archival server space; and expansion of building connectivity for live broadcast transmission.
<b>Policy</b>	The City Council authorizes purchases costing more than \$10,000.
<b>Fiscal Impact</b>	Not to exceed \$100,000. Cable Grant funds are available to pay for this work; such funds can only be spent on cable television related capital expenditures.
<b>Attachments</b>	Draft Ordinance
<b>Recommendation</b>	Approve Ordinance
<b>Special Consideration</b>	

Introduced by:

Single Reading Ordinance

**CITY OF TAKOMA PARK, MARYLAND  
ORDINANCE NO. 2014-xx**

**AWARD OF CONTRACT FOR UPGRADING CITY TV EQUIPMENT TO  
HIGH DEFINITION AND RELATED IMPROVEMENTS**

- WHEREAS, equipment related to the City's cable television channel was last updated in 2010 when the Auditorium was renovated; and
- WHEREAS, video recording technology is moving to High Definition (HD), coinciding with changes in the visual quality of viewing via televisions, computers, tablets, and smartphones; and
- WHEREAS, video recording is now an intrinsic part of documenting and sharing community activities and is expected to occur at any location and, often, broadcast live; and
- WHEREAS, funds are available in the Cable Grant account to pay for upgrading equipment to HD technology, to allow for live broadcast from any location, and to make general equipment improvements; and
- WHEREAS, Contract Video Specialists installed and maintains the City's equipment and is the regional source for the Tightrope equipment that is a key part of the City's technology; and
- WHEREAS, for these reasons, the City Manager believes that a contract for the equipment upgrade qualifies as a sole source procurement, and the City Council concurs with this determination.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF TAKOMA PARK, MARYLAND THAT:

- SECTION 1. The City Manager is authorized to enter into a contract with Contract Video Specialists, Inc. for City TV equipment upgrade to High Definition and related improvements for a cost not to exceed \$100,000.
- SECTION 2. This ordinance shall become effective upon adoption.

Adopted this xx day of \_\_\_\_\_, 2014 by roll-call vote as follows:

AYE:

NAY:

ABSTAIN:

ABSENT: