

**CITY OF SAN ANTONIO
FINANCE DEPARTMENT
CITY COUNCIL AGENDA MEMORANDUM**

TO: Mayor and City Council

FROM: Ben Gorzell Jr., CPA, Acting Finance Director

SUBJECT: Ordinance Authorizing Equipment and Installation for the Public Access and Government Channels and a Contract with Maverick Video Productions, Inc.

DATE: February 2, 2006

SUMMARY AND RECOMMENDATION

The proposed Ordinances will authorize the following:

- A. purchase and installation of equipment for the Public and Government access channels from Video Service of America (VSA) for \$162,421.50;
- B. an agreement with Maverick Video Productions, Inc. to provide production services for City Council Meetings for an interim period, full video production services for City Council and City Department programs for a twelve month period, and full production services for other special events at the discretion of the City at an estimated cost of \$161,700; and
- C. appropriation of funds in the amount of \$100,000 as start-up funds for the public, educational, and government access channels received through the City's franchise agreement with a cable provider.

Approval of these Ordinances is recommended.

BACKGROUND INFORMATION

With the passage of SB 5, cable-video providers are no longer required to operate the Public, Educational and Government (PEG) access channels. Effective January 1, 2006, with the expiration of Time Warner Cable's franchise agreement, the City of San Antonio became responsible for the operation of these access channels.

On November 30, 2005, City Council was briefed in "B" Session on options related to the operation of the Public (Channel 20), Education (Channel 19), and Government Access Channels (Channel 21) and as part of the City Manager's Report on December 15, 2005. Staff also provided a memorandum dated December 5, 2005, which detailed these options and recommendations. These recommendations included the purchase of required equipment for the Public and Government access channels which would allow City staff to produce City Council meetings in the future and provide playback of pre-produced tapes from Public Access producers. City staff requested bids for this equipment and received bid proposals from seven companies. After careful consideration and review of the bid proposals, staff recommends purchasing the equipment from Video Service of America (VSA).

With respect to the Government Access Channel, the recommendation also included engaging a vendor to produce City Council meetings while the City acquired the necessary equipment and to provide full production services including access to studio facilities for taping City Council district and City department programs.

To provide sufficient time for staff to perform a complete request for proposal process, an administrative agreement was entered into with Maverick Video Productions, Inc. to produce City Council meetings and provide limited studio availability. Staff has completed the proposal process through a "Request for Competitive Sealed Proposals" to select a vendor to provide these services for a one year period for the Government Access Channel. Two proposals were received through the solicitation and included a proposal from Alamo Public Telecommunications Council (KLRN) and another from Maverick Video Productions, Inc. A committee comprised of representatives of the Finance Department - Public Utilities Division, Purchasing Department, and Communications Office evaluated both proposals based on experience, financial standing, past performance, proposed plan, and pricing. A representative of Economic Development evaluated SBEDA. Based on the evaluation conducted by the committee, it is recommended that an agreement with Maverick Video Productions, Inc. be approved. The agreement will be for a one (1) year period and include two (2) one year renewals.

FISCAL IMPACT

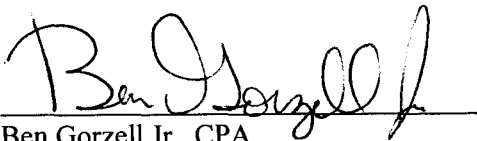
The cost of the equipment and installation is \$162,421.50. The estimated cost of the Maverick contract for a twelve month period is \$161,700 with an estimated cost of \$144,900 for the remainder of FY 2006. The City will have the option to extend for two additional one-year periods, however, renewals are contingent upon appropriation of funds. The cost associated with this contract will be funded from funds included in the FY 2006 Adopted Budget for capital upgrades in the City Council Chambers and one-time funds received through the City's franchise agreement with a cable provider.

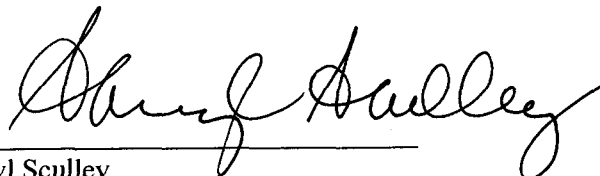
COORDINATION

This item has been coordinated with the Office of Intergovernmental Relations, Purchasing, Economic Development, and the City Attorney's Office.

SUPPLEMENTARY COMMENTS

The disclosure requirements of the City's Ethics Ordinance are included in Attachment I.


Ben Gorzell Jr., CPA
Acting Finance Director


Sheryl Sculley
City Manager

Attachment I

City of San Antonio
Discretionary Contracts Disclosure

For use of this form, see Section 2-59 through 2-61 of the City Code (Ethics Code)

(1) Identify any individual or business entity that is a **party** to the discretionary contract:

N/A

(2) Identify any individual or business entity which is a **partner, parent** or **subsidiary** business entity, of any individual or business entity identified above in Box (1):

☒ No partner, parent or subsidiary; or

List partner, parent or subsidiary of each party to the contract and identify the corresponding party:

(3) Identify any individual or business entity that would be a **subcontractor** on the discretionary contract.

☒ No subcontractor(s); or

List subcontractors:

(4) Identify any **lobbyist** or **public relations firm** employed by any party to the discretionary contract for purposes related to seeking the discretionary contract.

☒ No lobbyist or public relations firm employed; or

List lobbyists or public relations firms:

(5) Political Contributions

List all political contributions totaling one hundred dollars (\$100) or more within the past twenty-four (24) months made to any *current* or *former member* of City Council, any *candidate* for City Council, or to any *political action committee* that contributes to City Council elections, by any individual or business entity whose identity must be disclosed under Box (1), (2), (3) or (4) above, or by the officers, owners of any business entity listed in Box (1), (2) or (3):

☒ No contributions made; If contributions made, list below:

By Whom Made:	To Whom Made:	Amount:	Date of Contribution:

(6) Disclosures in Proposals

Any individual or business entity seeking a discretionary contract with the city must disclose any known facts which, reasonably understood, raise a question as to whether any city official or employee would violate Section 2-43 of the City Code (Ethics Code), ("conflicts of interest") by participating in official action relating to the discretionary contract.

☒ Party not aware of facts which would raise a "conflicts-of-interest" issue under Section 2-43 of the City Code; or

Party aware of the following facts:

This form is required to be supplemented in the event there is any change in the information before the discretionary contract is the subject of council action, and no later than five (5) business days after any change about which information is required to be filed, whichever occurs first.

Signature:

Patricia J. Iverson

Title: Secretary/Treas.

Company or D/B/A:

Maverick Video Productions, Inc.

Date: 12/27/05