



AGENDA REPORT

Meeting Date: May 18, 2010
Item Number: E-1
To: Honorable Mayor & City Council
From: David Schirmer, Chief Information Officer
Subject: APPROVAL OF A CONTRACT TO BURST COMMUNICATIONS, INC. FOR THE CITY'S MEDIA FACILITY TELEVISION PRODUCTION SYSTEMS;

AUTHORIZE A PURCHASE ORDER IN THE AMOUNT OF \$2,170,774.37 TO BURST COMMUNICATIONS, INC. FOR THE CONTRACT WORK; AND

AUTHORIZE THE CITY MANAGER TO EXECUTE PURCHASE ORDERS FOR ADDITIONAL HARDWARE, SOFTWARE AND EQUIPMENT TO SUPPORT THE MEDIA FACILITY IN THE NOT-TO-EXCEED AMOUNT OF \$100,000

Attachments:

1. Contract
2. Bid No. 10-26
3. Bid Response

RECOMMENDATION

Staff recommends that the City Council award Bid No. 10-26 for the City's Media Facility Television Production Systems at 331 N. Foothill to the lowest responsible bidder Burst Communications, Inc., in the amount of \$2,020,774.37, approve a contract contingency amount of \$150,000.00, approve the project plans, dated December 15, 2009, with respect to design criteria and approve the project specifications for the project, dated January 19, 2010, with respect to design criteria, and authorize the City Manager to execute purchase orders in an amount not to exceed \$100,000.00 for related hardware, software and equipment. The total authorization of funds requested shall not exceed \$2,270,774.37.

INTRODUCTION

This report is a formal request for the City Council to approve replacement of the existing Cable TV production facilities with a new Cable TV Production facility located in the 331

N. Foothill building. The existing master control conditions for the City's Cable TV facilities are aging and place the City's ability to deliver on-air programming to residents at risk. The equipment currently being used to deliver programming is no longer supported by equipment manufacturers and service providers, and much of the equipment is 15 to 20 years old and well beyond its useful life. New high-definition technologies will be implemented throughout the new Cable TV facility to replace existing equipment and systems.

DISCUSSION

On August 5, 2008, a contract was awarded for the construction of the 331 N. Foothill Road Office Building, which included space to establish a new Cable TV facility with technology systems and equipment. As part of the build-out, it was anticipated that a new media facility would be constructed to replace the aging Cable TV infrastructure. The new facility consolidates existing functions that currently reside in various City locations into one facility. Current operations are fragmented with on-air systems and production facilities located at 336 N. Foothill Road (previous Virgin Records building), and administrative and post-production equipment located at the Public Works facility. The facilities' inadequate space and limited technology inhibits efficiency and functionality for media operations.

As part of the 331 Foothill contract, Project Administration engaged Steven Ehrlich Architects to design the project and prepare construction plans and specifications. The services of a specialized television production systems consultant were included under that agreement to design the Cable TV systems in consultation with the City's Information Technology Department. Sets of contract documents were prepared specifying the television, audio, video equipment and installation necessary for a complete system.

On March 5, 2010, the City released a bid for Media Facility Television Production Systems (Bid No. 10-26). A pre-bid conference was held, and three firms attended and obtained bid documents for the project. All bid documents were also available on the City's website.

Sealed bids were opened by the City Clerk on April 9, 2010. Five bid proposals were received. The bid results are as follows:

<u>Bidder</u>	<u>Total Bid</u>
Burst Communications:	\$2,020,774.37
TV Magic: (Incomplete Bid)	\$2,139,318.00
Azcar Inc.:	\$2,176,340.13
Presentation Systems:	\$2,271,842.90
Ascent Media:	\$2,346,110.97

Burst Communications, Inc. submitted a fully responsive bid, and as reported by the State Contractors Licensing Board, their license is current and in good standing. Review of the firm's references indicates that the firm has successfully executed multiple television production systems projects. While some individual item prices between

bidders were slightly lower, staff recommends awarding all equipment items to the system's base bid contractor to prevent project delays and discrepancies within subsystem performance.

Additionally, new computer hardware, software and related equipment are needed to interface with and manage the new production facility. Staff anticipates that Apple may release new desktop hardware in the coming months for the City's post production environment; therefore staff recommends purchasing these items at a later date to obtain the best technology. Staff recommends that the City Manager be authorized to execute purchase orders for up to \$100,000 for the purchase of these items.

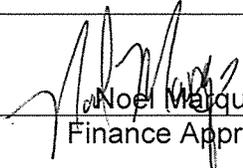
FISCAL IMPACT

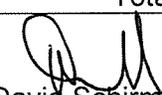
The total contract amount is \$2,170,774.37, including a contingency amount of \$150,000.00. The additional amount of \$100,000.00 for computer hardware, software and equipment has been requested for a total expenditure not to exceed \$2,270,774.37.

Funding is budgeted in this fiscal year's CIP budget for the 331 N. Foothill Road Office Building.

Funds for this project are provided as follows:

Budget Unit	Account #	Description of Fund Source/Account #	Amount
35420888	85060	CIP Other	\$1,695,774.37
35080888	85040	CIP Construction	\$575,000.00
Total:			\$2,270,774.37


Noel Marquis
Finance Approval


David Schirmer
Approved By