



## Legislation Text

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**File #:** RES 18-0060, **Version:** 1

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**TO:**

Honorable Mayor and Members of the City Council

**THROUGH:**

Bruce Moe, City Manager

**FROM:**

Sanford Taylor, Information Technology Director

Leilani Emnace, Information Systems Manager

**SUBJECT:**

Resolution No. 18-0060 Amending the Existing Contract with PEGasus Studios for Broadcast Contract Services, to Increase the Annual Total Contract Amount to \$75,000 (Information Technology Director Taylor).

**ADOPT RESOLUTION NO. 18-0060 ADOPTING THE AMENDMENT**

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**RECOMMENDATION:**

Staff recommends that City Council adopt Resolution No. 18-0060 approving contract amendment #1 with PEGasus Studios for broadcast contract services, with an updated total amount of \$75,000 annually for current and future fiscal years for the duration of the contract.

**FISCAL IMPLICATIONS:**

Sufficient funds are budgeted in Fiscal Year 2017/2018 and will be included in future fiscal years' budgets.

**BACKGROUND:**

The City broadcasts government events/activities through two cable television franchisees, Spectrum (formerly Time Warner) and Frontier (formerly Verizon), and the City's website ([www.citymb.info/MBtv](http://www.citymb.info/MBtv)) using Granicus Live Stream. The City broadcasts live and re-broadcasts City Council and Planning Commission meetings, as well as other special events such as Town Hall meetings. Additionally, other content promoting City events and activities is programmed. The City of Manhattan Beach is the programming authority for these Government channels (the same content runs concurrently on both channels).

From 2007 to March 2017, broadcasting had been supported by City of Manhattan Beach Information Technology (IT) Department staff who were responsible for the audio/video (A/V) needs of the City, including all aspects of managing the 24-hour public access Government channels. Broadcast services were funded through overtime pay, compensation time-off and the use of flexible work hours employing all full and part-time IT staff. Supplemental support was also provided by the IT Manager. These time-consuming endeavors were performed in addition to staff's core technical responsibilities, such as network administration, security, telecommunications, hardware, software, Geographic Information Systems, program installation, connectivity, and infrastructure support.

In January 2017, in an effort to relieve IT staff of the added burden of broadcasting, and allow the department to focus on its core missions, City Council awarded PEGasus Studios a three-year contract to provide professional broadcast services with an estimated value of \$148,170 (\$49,390 annually). City Council also approved an option for the City Manager to extend the term for up to two additional one-year periods.

### **DISCUSSION:**

Since March 2017, PEGasus Studios has filmed 63 City Council Meetings, Planning Commission Meetings and City events (FY 2016/2017 - 22 broadcast events; FY 2017/2018 - 41 broadcast events). As of March 2018, the City has paid PEGasus Studios \$44,260 in professional services - approaching the maximum yearly contract amount of \$49,390. Efforts have been made to stretch the agreement funds by modifying the vendor's support hours and personnel coverage. In addition, IT staff has been solely providing broadcast/recording services for additional meetings since March 2018.

At the time of this report, the total number of projected upcoming broadcast events until the end of the fiscal year is 15 - seven (7) City Council and Planning Commission meetings; eight (8) additional meetings i.e. study sessions, joint meetings. Three of the meetings are offsite (Joslyn Center and Public Safety Facility) and require additional setup and testing by staff. Given the number of estimated future meetings and preparation involved, PEGasus will exceed the contract maximum compensation by an estimated \$17,165 for a FY 2017-2018 total of \$66,555. The remaining balance of the requested \$75,000 (\$8,445) will be utilized for developing Public Services Announcements (PSA) such as City Council introduction video. Potential future PSAs include City mobile apps, Parks and Recreation programs and services and other departmental content.

Staff recommends that the City Council adopt Resolution No. 18-0060 amending the agreement with PEGasus Studios for broadcast contract services with revised total annual amount of \$75,000 for current and future fiscal years for the duration of the contract. This increase will accommodate additional broadcast/recorded events and programming.

### **PUBLIC OUTREACH/INTEREST:**

After analysis, staff determined that public outreach was not required for this issue.

### **ENVIRONMENTAL REVIEW**

The City has reviewed the proposed activity for compliance with the California Environmental Quality Act (CEQA) and has determined that there is no possibility that the activity may have a significant effect on the environment; therefore, pursuant to Section 15061(b)(3) of the State CEQA Guidelines the activity is not subject to CEQA. Thus, no environmental review is necessary.

### **LEGAL REVIEW**

The contract has been signed by the contractor and approved as to form by the City Attorney.

Attachments:

1. Resolution No. 18-0060
2. Amendment with PEGasus Studios