



# City of San Antonio

## Agenda Memorandum

**File Number:**14-423

---

**Agenda Item Number:** 5.

**Agenda Date:** 3/13/2014

**In Control:** City Council A Session

---

**DEPARTMENT:** Finance

**DEPARTMENT HEAD:** Troy Elliott

**COUNCIL DISTRICTS IMPACTED:** All

**SUBJECT:**

Municipal Plaza B Room Live Broadcast Equipment Purchase

**SUMMARY:**

This ordinance authorizes a contract with UNICOM Government, Inc. to make the B- Room in Municipal Plaza “live” broadcast capable by installing television production equipment with a two-year maintenance support contract for a total cost of \$142,404.50. Funds are available within the FY 2014 Public Education & Government Fund Adopted Budget.

**BACKGROUND INFORMATION:**

The Communications and Public Affairs Department took over the management of the Government, Public and Education Access channels in 2006. The City of San Antonio broadcasts the A-Session City Council meeting, on the City’s Government Access Channel (TVSA) and meetings also are web-streamed on the City’s website. In order to produce a “live” broadcast on Time Warner Cable, AT&T U-Verse and Grande Communications television production equipment is installed in the Council Chambers.

**ISSUE:**

City Council B-Session meetings are currently open to the public. However, the B-Sessions are not broadcast “live” on the City’s Government Access Channel. This ordinance would authorize a contract with UNICOM to provide the equipment needed to make available “live” broadcasting of the City Council B-Session meetings conducted in Municipal Plaza B Room. Equipment includes cameras, wireless table microphones, television monitors, and video conferencing. The cost of the contract in the amount of \$142,404.50 includes the purchase of the equipment, installation, and two years of maintenance.

On February 19, 2014, the staff presented the Governance Committee with several options to provide broadcasting capabilities in the Municipal Plaza B Room. It was recommended that fixed television production equipment be installed in the B Room and the purchase equipment, installation, and maintenance be made through U.S. Communities Cooperative process.

This purchase is being made in accordance with the US Communities Cooperative Program passed on Ordinance No. 98797 dated 2/12/2004. This contract is within the scope of the Small Business Economic Development Advocacy (SBEDA) Program. However, due to the type of commodities/services being procured and value of the contract, no SBEDA tool is available. The recommended award is an exception to the Local Preference Program. Additionally, the Veteran-Owned Small Business Preference Program does not apply to goods/supplies contracts, so no preference was applied to this contract. The first “live” B-Session will take place on June 4, 2014.

**ALTERNATIVES:**

Should this contract not be approved, the City Council B-Session Meetings will not be aired “live” on the City’s Government Access Channel from the Municipal Plaza “B” Room. The B-Session meetings could be aired “live” if meetings are held in the Council Chambers.

**FISCAL IMPACT:**

This ordinance authorizes a contract with UNICOM to provide the equipment needed to make available “live” broadcasting of the City Council B-Session meetings conducted in Municipal Plaza B Room. Funds in the amount of \$142,404.50 are available from the Public Education & Government Fund Adopted Budget.

**RECOMMENDATION:**

Staff recommends approval of this contract with UNICOM Government, Inc. to make the B- Room in Municipal Plaza “live” broadcast capable by installing television production equipment with a two-year maintenance support contract for a total cost of \$142,404.50.

This contract is procured by means of cooperative purchasing and a Contracts Disclosure form is not required.