

**CITY COUNCIL  
COMMUNICATION:**

**ITEM \_\_\_\_\_**

**OFFICE OF THE CITY MANAGER  
CITY OF DES MOINES, IOWA**

**99-309**

**SYNOPSIS -**

**AGENDA:**

JUNE 28, 1999

On March 15, 1999, the City Council requested staff to explore options and costs for providing closed caption for the hearing impaired on cable broadcasts of City Council meetings.

**SUBJECT:**

CLOSED CAPTIONING  
PROVIDER AND  
ENCODER  
CAPTIONING  
MACHINE

First, the City must purchase a Closed Captioned Encoder, which is necessary for television data transmission. This is a one-time purchase and the life expectancy of the equipment is approximately 15 years.

Second, the City will need to hire a closed caption service provider who will provide LIVE real-time captioning services during the City Council meetings. This individual will attend all meetings and encode all conversation and information for the television data transmission.

**TYPE:**

**RESOLUTION**  
ORDINANCE  
RECEIVE/FILE

**FISCAL IMPACT -**

The Closed Caption Encoder costs approximately \$5,000.

**SUBMITTED BY:**

AMELIA HAMILTON-  
MORRIS  
CHIEF  
COMMUNICATIONS  
OFFICER

The Captioning Service is available from a local provider for approximately \$90 per hour. The service generally requires one individual to provide the service. The funding source will be Mayor/Council Budget-Account Number 523030-Printing Services Contract.

**RECOMMENDATION -**

**Approval.**

**BACKGROUND -**

Bids for the Encoders are attached to the roll call. The City

accepted EEG Enterprises, Inc.'s bid because their machine is compatible with the updated equipment being purchased for the cable channel. It is also the machine that each Closed Captioning Service Provider recommended because it was compatible with their equipment.

Bids for the Closed Captioning Service Providers are attached to the roll call. We had only one response from a local provider. There are out-of-state providers whose prices are higher and the City would also incur long distance phone charges for using their service.