

 <p style="text-align: center;"><b>Council Communication</b> Office of the City Manager</p>	<b>Date</b>	January 26, 2009
	<b>Agenda Item No.</b> <b>47C</b> <b>Roll Call No.</b> <b><u>09-</u></b> <b>Communication No.</b> <b><u>09-045</u></b> <b>Submitted by: Richard A. Clark, City Manager</b>	

**AGENDA HEADING:**

Upgrade of cable broadcast production system for DM-TV Cable Channel 7 to meet new broadcasting standards.

**SYNOPSIS:**

Recommend acceptance of bid for upgrade of Tightrope Automation System from AVI Systems, Inc (Jeff Stoebner, President, Bismarck, North Dakota, with offices at 3001 - 104th Street, Suite D, Urbandale, Iowa 50322-3814) for upgrade of cable broadcast production system for DM-TV Cable Channel 7. AVI was the sole bidder.

**FISCAL IMPACT:**

Amount: \$27,692

Funding Source: 2008-09/2013-14 Capital Improvements Program, BLD060, CP034IFT990000, Capitol Projects/Enhanced City-Wide Information and Communication Systems, Municipal Improvements - Page 11.

**ADDITIONAL INFORMATION:**

The broadcast equipment installed in 1999 to run DM-TV Cable Channel 7 has reached the end of its life span. In October, 2008 a consultant (AVI Systems) was asked to examine the equipment and develop a plan to upgrade the system to meet the new broadcasting standards. The consultant's report recommended equipment purchases totaling approximately \$250,000. The CIP Budget for 2009-2010 was amended to include this expenditure.

Recommended equipment upgrades included:

- Automation, equipment to handle the day to day operation of video playback.
- Avid Editor, the non-linear editing system for combining video acquired in the field into complete shows to air on Channel 7.
- Field Camera Capture, the camera system designed to be mobile for remote locations away from City Hall. This system can be easily transported using a vehicle, with the video footage to be brought back to the editor for assembly.
- Switcher, the live signal that combines events that occur in the Council Chambers. This includes character generation and stills.

- Replacement of four chamber cameras. These are the remote controlled cameras located in the Council Chamber that transmit live images back to the control room to be aired on Channel 7.

On December 15, 2008 one of the major components (Automated Message Board System) quit working and we began experiencing repeated shutdowns of the remaining automation systems. The decision was made to move forward and upgrade the Tigtrope Automation System which controls the message board and the daily programming at an estimated cost of \$24,900 and a bid was issued on December 3, 2008.

On December 29, 2008, the final bids came in for the Tigtrope Automation System with only one bidder, AVI Systems, Inc with a bid for \$27,692. Each prospective bidder was contacted as to why they did not respond. Their responses are attached to this document. Each respondent expressed an interest in bidding on the remaining equipment to be purchased in the upcoming fiscal year.

It is recommended that the AVI Systems bid be accepted so Channel 7 can replace the failed system immediately. The target date for installation is August 2009.

#### **PREVIOUS COUNCIL ACTION(S):**

Date: October 4, 1999

Roll Call Number: 99-3107

Action: AVI Systems, (Urbandale, IA, Joseph M. Stoeboer, President) for purchase of a cable television production system (Cable 7) to be used by the Information Technology Department and Public Information Office, \$262,681. (Eleven bids mailed-one received). (Council Communication No. 99-442). Moved by McPherson to deny award of the bid. Motion Carried 4-3. Nays: Daniels, Brooks and Vlassis.

#### **BOARD/COMMISSION ACTION(S): NONE**

#### **ANTICIPATED ACTIONS AND FUTURE COMMITMENTS:**

Anticipated actions include approval of contract and bond; also partial payments to the contractor and final acceptance of work. Additionally, the Procurement Division will solicit bids for the remaining equipment.

For more information on this and other agenda items, please call the City Clerk's Office at 515-283-4209 or visit the Clerk's Office on the second floor of City Hall, 400 Robert D Ray Drive. Council agendas are available to the public at the City Clerk's Office on Thursday afternoon preceding Monday's Council meeting. Citizens can also request to receive meeting notices and agendas by email by calling the Clerk's Office or sending their request via email to [cityclerk@dmgov.org](mailto:cityclerk@dmgov.org).