

**Council Meeting: September 18, 2012**

SUBJECT: Amend an Existing Contract for the Provision of a Broadcast Control Room System for City Council and Other Public Meetings (F13-08)

BACKGROUND

Approval is requested to amend an existing contract Purchase Order with TV Magic Inc. of San Diego to pay for additional equipment procured during the course of project implementation in the amount of \$1,918, as more fully explained below.

DISCUSSION

In July 2011, Council approved a \$274,900 contract (excluding applicable taxes) with TV Magic, Inc. to design, provide and install a new broadcast control room system for the City's two cable TV channels (RTC No. 11-156).

As the installation was nearing completion, the City identified some additional functions that were not originally specified in the scope of work, but were determined to be necessary for the performance of the system. These functions include recording meetings without airing them; using the microphones and audio support equipment as a public address system for meetings not being aired; and enabling the system to display copyrighted material that meets fair use standards. Incorporating this functionality into the overall system required the purchase of a Control Panel (\$1,008 including tax) and a Blu-Ray Converter/Adapter (\$910 including tax) for a total of \$1,918.

Customarily staff would request Council approval of a contingency for projects of this scope and complexity, but the recommendation was inadvertently omitted from the July 2011 contract award.

FISCAL IMPACT

Funding for the additional expense of \$1,918 is available in equipment replacement account 021612, which is funded by Public, Education and Government Access (PEG) funds. The total cost of the project, including taxes, is \$289,494.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall, at the Sunnyvale Senior Center, Community Center and Department of Public Safety; and by making

the agenda and report available at the Sunnyvale Public Library, the Office of the City Clerk and on the City's Web site.

RECOMMENDATION

It is recommended that Council amend the existing contract Purchase Order with TV Magic Inc. for the Broadcast Control Room system, in substantially the same form as the attached draft change order, by increasing the not-to-exceed value from \$274,900 (excluding taxes) to \$289,494 (including taxes and additional required equipment).

Reviewed by:

Grace Leung, Director of Finance
Prepared by: Peter Gonda, Purchasing Officer

Reviewed by:

Robert Walker, Assistant City Manager

Approved by:

Gary M. Luebbers
City Manager

Attachments

- A. Draft Purchase Order (Change Order)



ORDERED FROM 19900 - 001 TV Magic Inc 8112 Engineer Rd San Diego CA 92111 (858) 650-3155	ORDER DATE 09/11/2012	BILL TO: City of Sunnyvale Finance Department Accounts Payable PO Box 3707 Sunnyvale, CA 94088-3707
	DELIVERY DATE 09/30/2012	
	PAYMENT TERMS BELOW	
	BID NO/RFQ NO	
DELIVER TO OCM/Communcations 603 All America Wy Sunnyvale CA 94086 Phone: (408) 730-7479	FOB POINT SHIP ADD	FREIGHT CHARGES Ship point, freight prepaid and added
	REQ. NO RQ007556	REQUISITIONER: NDIETZ
	CHARGE/OBJ CODE(S): See Description	

ITEM	DESCRIPTION	QTY	UNIT	UNIT COST	TOTAL
1	Design, provide, and install a broadcast control room system in accordance with the Agreement dated July 25, 2011, attached and incorporated by reference. Awarded by City Council July 19, 2011, RTC No. 11-156. CHANGE ORDER #1: Increase PO amount by \$14, 594.08 to reflect taxes charged to contract amount and additional equipment required. Approved by City Council 9/18/2012, RTC # _____. Requisition Number: RQ010184	289494.08	DLR	\$1.0000	\$289,494.08

TOTAL	\$289,494.08
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CHARGE/OBJ CODE(S)	
723970 5155	\$189,052.69
021612 5155	\$1,917.73
021610 5155	\$98,523.66



Document Terms:

Invoices must be sent directly to Accounts Payable at the address above and must reference the purchase order number. Failure to comply will result in a delay in payment processing.

BUYER:

Dietz, Noel

PHONE (408) 730-7399

FAX (408) 730-7710