

**ACTION ITEM
BOARD OF SUPERVISORS**

DATE: July 1, 2008

TO: Board of Supervisors

FROM: David Noel *DN*
Director of Information Technology

ISSUE: Authorize Contract for Broadcasting and Recording of Meetings and Scrolling
County Information on Local Government Cable Channels

STAFF RECOMMENDATION: Approval

BUDGET IMPACT Budget in Account # 100-1101-401-3320, \$99,600
100-1245-405-3320, \$ 5,000

ATTACHMENTS (2)

[1] Background Report [2] Reso/Ord/Proc # R08-371

[] [] Reso/Ord/Proc #

[] [] Reso/Ord/Proc #

REVIEW [X] County Administrator's Office *[Signature]*
[X] Legal *[Signature]*
[X] Budget Division *[Signature]* *[Signature]*

[X] Consent Agenda [] Other Business [] Public Hearing
[] Discussion Item [] Presentation [] Unfinished Business
[] New Business

PRESENTATION BY N/A

ELECTION DISTRICT N/A

BACKGROUND REPORT

In May 2008 a Request for Proposal was issued to solicit proposals from qualified contractors for the programming and playback of scrolling County information and broadcasting of live and recorded Board of Supervisor meetings and Planning Commission meetings on the County's local government cable channels

One proposal was received from VTS Productions Inc. The VTS proposal meets the County's requirements for an annual total of \$104,600. The contract period is for July 2008 – June 2009 with an option to renew annually for five (5) additional one (1) year periods with a maximum annual percentage increase of 4%.

The total annual cost includes the following services:

	<u>Annual Cost</u>
1 Broadcasting of Board of Supervisors Meetings and SCALA (programming and playback of scrolling County information on cable channels)	\$ 81,600
2 Broadcasting of Planning Commission Meetings	\$ 18,000
3 Equipment repairs and maintenance	<u>\$ 5,000</u>
TOTAL	<u>\$104,600</u>

VTS has been producing local government meetings and providing information programming for local government cable channels since 1992. VTS customers include Spotsylvania County, Spotsylvania Schools, City of Fredericksburg, Fredericksburg Schools, Stafford County, Stafford Schools, Fauquier County, Town of Warrenton and Culpeper County. VTS is the largest independent government cable producer in the area.

Staff recommends approval of proposed Resolution R08-371.

PROPOSED

BOARD OF SUPERVISORS
COUNTY OF STAFFORD
STAFFORD, VIRGINIA

RESOLUTION

At a regular meeting of the Stafford County Board of Supervisors (the Board) held in the Board Chambers, Stafford County Administration Center, Stafford, Virginia, on the 1st day of July, 2008

MEMBERS

George H Schwartz, Chairman
M S "Joe" Brito, Vice Chairman
Harry E Crisp II
Mark Dudenhefer
Paul V Milde III
Cord A Sterling
Robert "Bob" Woodson

VOTE

On motion of , seconded by , which carried by a vote of , the following was adopted

A RESOLUTION TO AUTHORIZE THE COUNTY ADMINISTRATOR TO EXECUTE A CONTRACT TO VTS PRODUCTIONS, INC TO PROVIDE PROGRAMMING AND PLAYBACK OF SCROLLING COUNTY INFORMATION AND BROADCASTING OF LIVE AND RECORDED BOARD OF SUPERVISOR MEETINGS AND PLANNING COMMISSION MEETINGS ON THE COUNTY'S LOCAL GOVERNMENT CABLE CHANNELS

WHEREAS, VTS Productions' proposal meets the County's requirements as stated in Request for Proposal #612084 for broadcasting Board of Supervisors and Planning Commission Meetings and providing scrolling information programming for the County's local government cable channels, and

WHEREAS, VTS Productions has been broadcasting local government meetings and providing local government programming since 1992, and

WHEREAS, VTS Productions is the largest independent government cable producer in the area, and after completing a competitive proposal process and receiving no other responsive proposals, it is recommended to accept VTS Productions' proposal,

NOW, THEREFORE, BE IT RESOLVED by the Stafford County Board of Supervisors on this the 1st day of July, 2008, that the County Administrator be and he hereby is authorized to execute a contract with VTS Productions, Inc to provide programming and playback of scrolling County information and broadcasting of live and recorded Board of Supervisor meetings and Planning Commission meetings on the County's local government cable channels in an amount not to exceed One Hundred Four Thousand Six Hundred Dollars (\$104,600) for the contract period July 2008 – June 2009 with an option to renew annually for five (5) additional one (1) year periods with a maximum annual percentage increase of four (4) percent

AJR DWN