



City of Emeryville

CALIFORNIA

MEMORANDUM

DATE: July 20, 2021
TO: Christine Daniel, City Manager
FROM: Sheri Hartz, City Clerk
SUBJECT: Resolution Of The City Council Of The City Of Emeryville Authorizing The City Manager To Execute A One-Year Professional Services Contract With Second Sight Video & Multimedia For Fiscal Year 2021-2022 To Provide Broadcasting, Recording And Related Services For A Total Amount Of \$48,000.00

RECOMMENDATION

Staff recommends that the City Council approve the above-entitled Resolution.

BACKGROUND

The City has recorded and broadcast meetings of the City Council and related legislative bodies, and the Planning Commission for many years. In addition, in recent years, the City has included the recording and broadcasting of ECCL Governance Committee (formerly the City/School Committee) meetings. The City has also increasingly recorded and broadcast a variety of community meetings, presentations and events. Expected services also include special features related to community affairs and highlights of City services on both the City's cable television access channel 27 (ETV) and the City's YouTube channel.

As the recording and broadcasting of meetings and events, and other related services, require specialized technical knowledge, the City has been providing the public these services through Second Sight Video & Multimedia ("Second Sight"), a professional video consulting firm, since 1992. During the past contract, Second Sight has continued to be responsive to City needs, including addressing service quality issues and/or providing additional services, sometimes on very short notice.

DISCUSSION

Staff recommends entering into a one-year Professional Services Contract with Second Sight for fiscal year 2021-2022 to continue to provide the City and the public with the aforementioned services. Second Sight has the knowledge, skills and training necessary to continue to execute the work in their proposed contract, and therefore, staff recommends that the City Council authorize the City Manager to enter into a one-year contract.

FISCAL IMPACT

Funds for the proposed contract have been included in the City Clerk Office budget for fiscal year 2021-2022 (Account No. 1250-80050). The total contract amount is Forty-Eight-Thousand Dollars and No Cents (\$48,000.00).

STAFF COMMUNICATION WITH THE PUBLIC

Staff has not had any communication with the public regarding this matter.

PREPARED BY: Lorrayne Leong, Deputy City Clerk

APPROVED AND FORWARDED TO THE CITY COUNCIL OF THE CITY OF EMERYVILLE:



Christine Daniel, City Manager

ATTACHMENTS

- Draft Resolution
 - Exhibit A – Second Sight Video & Multimedia Contract FY2021-22