



Cover Memorandum/Staff Report

File #: 20-121

Agenda Date: 2/11/2020

Item #: 6.H.2.

TO: Mayor and Commissioners
FROM: Katerri Johnson, City Clerk
THROUGH: George Gretsas, City Manager
DATE: February 11, 2020

APPROVAL OF RESOLUTION NO. 49-20 TO APPROVE AN AGREEMENT WITH ENCORE BROADCAST EQUIPMENT SALES, INC. FOR TV STUDIO EQUIPMENT - PURCHASE, INSTALL, REPAIR, AND PARTS, UTILIZING HILLSBOROUGH COUNTY PUBLIC SCHOOLS CONTRACT NO. 14115-EST - \$69,000

Recommended Action:

Motion to Approve Resolution No. 49-20 to award an Agreement with Encore Broadcast Equipment Sales, Inc. utilizing Hillsborough County Public Schools Contract No. 14115-EST for TV Studio Equipment-Purchase, Install, Repair, and Parts, and authorize the City Manager to execute any amendments, contingent upon appropriation of funds.

Background:

The City of Delray Beach (City) is in need of an agreement for the purchase of Closed Captioning Equipment. This is for an Automated Captioning Engine that will receive audio containing speech and send out captioning data to be encoded by a closed captioning encoder. The unit uses a cutting-edge computational linguistics program to convert speech to text and then sends that text out with captioning data. This equipment will allow the City to do closed captioning in-house, thus saving the City approximately \$17,000 per year. The City will ultimately be able to caption more meetings besides just the City Commission and Community Redevelopment Agency meetings. Staff will be able to caption board meetings that take place in the City Commission Chambers such as Planning & Zoning Board Meetings, Site Plan Review and Appearance Board Meetings (SPRAB), Historic Preservation Board Meetings, and Board of Adjustment Meetings. It will also benefit the residents because once livestreaming is complete, the captioned meetings will be made available to the public on the next business day versus waiting two weeks or more for the completed closed-captioned file to be sent to the City from the vendor.

This motion is in accordance with the Code of Ordinances Chapter 36, Commission Approval Required and Purchasing Policies, Accessing Contracts from Other Government Agencies and Not-for-Profit Organizations.

Attachments:

Legal Review Checklist
City of Delray Beach Agreement
Resolution 49-20
Hillsborough County Public Schools Agreement
Hillsborough County Public Schools Renewal

City Attorney Review:

Approved as to form and legal sufficiency.

Funding Source/Financial Impact:

Funding is available from the following capital account number: 377-16-000-516.64-01 (Machinery & Equipment Closed Captioning Equipment).