

REPORT TO THE CITY COUNCIL

DATE: AUGUST 8, 2007

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: GREG RAMIREZ, CITY MANAGER

BY: NATHAN HAMBURGER, ASSISTANT CITY MANAGER
CELESTE BIRD, ADMINISTRATIVE ANALYST

SUBJECT: APPROVAL OF PROFESSIONAL SERVICES AGREEMENT WITH GRANICUS, INC., FOR WEB STREAMING SERVICES

In an ongoing effort to increase communication with our community and improve access to information, staff is seeking City Council approval to enter into a Professional Services Agreement with Granicus Inc. for web streaming services. Granicus, Inc. has built an excellent reputation as one of the foremost streaming media solution providers for municipalities since 1999.

Web streaming will allow internet users to access archived or live broadcasts of City Council and Planning Commission meetings from a link on the City's website. Users will be able to search out specific footage, and navigate to specific events within archived meetings or use key words to locate specific agenda items. Users will also be able to view staff reports and other related documents related to that particular meeting.

The proposed contract with Granicus will be a not-to-exceed amount of \$47,000 for one year, with three separate annual renewal options available. Implementation of the entire project will take approximately 90 days. In order to accommodate the web streaming, the City will need to enhance the current IT network by purchasing two new servers, a robust firewall and other related computer hardware and the associated labor costs for approximately \$20,000. The total project cost of \$67,000 has been budgeted in the approved the 2007-08 fiscal year.

Granicus will provide the following services, with both phases contained in the proposed contract:

Phase I – Installation, Configuration, Training – approximately \$40,000.

- Assembly of all server and encoder components. Hardware and software is optimized for streaming media applications. Granicus software is installed and initial configuration and testing is performed.

- Incorporation of the public components of the Granicus software into the City's website, matching the look and feel, and integrating the navigation.
- Configuration of analog audio and video feeds to the encoder, Internet and LAN connectivity, configuration of firewalls and proxies, all hardware with power and backup power supplies, and final system configuration with Granicus software.
- Once the system is up and running Granicus engineers will complete the setup by tuning the audio and video remotely.
- Onsite training of appropriate staff and consultants.

Phase II: Annual Maintenance – approximately \$17,000.

- Complete monitoring and maintenance of on-site hardware and 24/7 technical and user support.
- Includes all software upgrades and bug fixes for all of the City's Granicus software components.

City staff has discussed this type of programming with other municipalities who have contracted with Granicus and have received positive feedback.

The proposed agreement has been reviewed by the City Attorney and has been approved as to form.

RECOMMENDATION

Staff respectfully recommends the City Council approve a Professional Services Agreement with Granicus, Inc., in the amount not to exceed \$47,000.

Attachments: Agreement