



CITY OF PLANO COUNCIL AGENDA ITEM

CITY SECRETARY'S USE ONLY				
<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Regular <input type="checkbox"/> Statutory				
Council Meeting Date:		9/14/2015		
Department:		Marketing and Community Engagement		
Department Head		Shannah Hayley		
Agenda Coordinator (include phone #): Corey Isaacs x7134				
CAPTION				
CSP No. 2015-207-C for Broadcast Cameras and Control System, Furnish and Install for Marketing and Community Engagement to Burst Communications, Inc., in the amount of \$424,768 and authorizing the City Manager to execute all necessary documents.				
FINANCIAL SUMMARY				
<input type="checkbox"/> NOT APPLICABLE <input checked="" type="checkbox"/> OPERATING EXPENSE <input type="checkbox"/> REVENUE <input type="checkbox"/> CIP				
FISCAL YEAR:	2014-15	Prior Year (CIP Only)	Current Year	Future Years
		TOTALS		
Budget		0	500,000	0
Encumbered/Expended Amount		0	0	0
This Item		0	-424,768	0
BALANCE		0	75,232	0
FUND(S): CATV EQUIPMENT REPLACEMENT				
<p>COMMENTS: Funds are available in the FY 2014-15 Adopted Budget to provide and install New High-Definition Broadcast Cameras and Control System for the Marketing & Community Engagement Department. This project will be entirely funded through PEG fees collected from cable television franchises. Remaining balance will be used for other Plano Television Network Equipment Replacement purchases.</p> <p>STRATEGIC PLAN GOAL: Purchasing and Installing New High-Definition Broadcast Cameras and Control System for Marketing & Community Engagement relates to the City's Goal of a Financially Strong City with Service Excellence.</p>				
SUMMARY OF ITEM				
Per attached Recommendation Memo.				
List of Supporting Documents:			Other Departments, Boards, Commissions or Agencies	
Recommendation Memo				
CSP Recap				



Memorandum

Date: August 25, 2015

To: Diane Palmer-Boeck, Chief Purchasing Officer

From: Melissa Peachey, Digital Communications Manager

Subject: Award Recommendation – CSP No. 2015-207-C, Broadcast Cameras and Control System, Furnish and Install

Recommendation: Per the weighted scoring of the proposals received and evaluated for the subject Competitive Sealed Proposal as summarized below, I recommend award to Burst Communications, Inc., in the amount of \$424,768 as being the best value to the City.

Explanation:

The four member evaluation team from the Marketing & Community Engagement Department was composed of three voting members: Digital Communications Manager, the Senior Video Producer, the Video Producer; and one non-voting member, the contract Digital Engineer.

Five proposals were submitted, and the evaluation team ranked items one through four of the five weighted factors listed below. Pricing was scored through a formula with the lowest price scoring highest.

Bids were evaluated based on five weighted factors on a scale of 0-5 with 0 meaning that bid was non-responsive and 5 meaning that the solution innovatively exceeds all needs:

1. Item Specifications (Pass/Fail)
2. Picture Quality of Proposed Camera (determined by on-site demonstration) - 40%
3. Experience/Qualifications -10%
4. Installation Plan - 10%
5. Cost - 40%

Burst Communications, Inc., ranked the highest overall of the proposers evaluated, even though its proposed price was second highest. Burst Communications exceeded all specifications for the new high-definition cameras and control system, and will help address the lighting and overall picture quality deficiencies that the current 15-plus year system presents.

TM Television ranked second overall (second in picture and third in price). The evaluation team scored their proposal as above average, meeting all needs identified.

Videotex Systems, Inc., ranked third overall (third in picture quality and fourth in price). The evaluation team scored their proposal as meeting all needs identified.

The remaining proposer's scores reflected either meeting or somewhat below meeting the needs of the project.

The top three proposers were short-listed to provide a demonstration of the picture quality of their proposed cameras. The demonstration was completed on-site and all proposers were given the same test parameters regarding their respective cameras.

As the evaluation team felt that Burst Communications and TM Television presented the best proposals for the Broadcast Cameras and Control System project, Purchasing requested a Best and Final Offer from both proposers. TM Television reduced their price by \$6,952.77, whereas Burst Communications reduced their price by \$8,037.00.

This project will be entirely funded through PEG/Plano TV Funds collected from cable TV franchises operating in the City of Plano and not out of the General Fund. By Texas State Law, PEG funds can only be used for capital expenditures related to a public, educational, or government access television channel making the funds suitable for use with this project.

CITY OF PLANO

CSP No. 2015-207-C

CSP for Broadcast Cameras and Control System, Furnish and Install

CSP Recap

Proposal Opening Date/Time: May 15, 2015 @ 2:00 PM

Number of Vendors Notified: 2,434

Vendors Submitting "No Bids": 0

Number of Proposals Submitted Non-Responsive: 1

Number of Proposals Submitted: 5

<u>Vendor Name</u>	<u>Proposal</u>
AVDB Group, LC	\$399,896.65
Burst Communications, Inc.	\$432,805.00
TM Television	\$456,017.77
Videotex Systems, Inc.	\$507,863.00
<u>Best and Final Offers Requested</u>	<u>Amount</u>
Burst Communications, Inc.	\$424,768.00
TM Television	\$449,065.00

Recommended Vendor(s):

Burst Communications, Inc., with their Best and Final Offer of \$424,768.00.

Corey Isaacs

Corey Isaacs, Buyer II

August 25, 2015

Date