

Agenda Report

TO: CITY COUNCIL

DATE: FEBRUARY 4, 2008

FROM: CITY MANAGER

SUBJECT: AUTHORIZATION TO AMEND THE PROFESSIONAL SERVICES CONTRACT WITH PASADENA COMMUNITY ACCESS CORPORATION (PCAC) FOR MANAGEMENT OF CHANNEL 55 KPAS AND PROVISION OF RELATED SERVICES.

RECOMMENDATION:

It is recommended that the City Council authorize the City Manager to amend Contract Number 17,606 with PCAC to extend the term of the contract for an additional three-year term with two one-year renewal options subject to the approval of the City Manager, and to increase the annual contract amount to \$341,713 per year.

BACKGROUND:

Since October of 2000, the City has contracted with PCAC for management of Channel 55 KPAS and related programming services. The most recent agreement between the City and PCAC expired on September 30, 2007. Renewal discussions with PCAC, which began in May, 2007 extended longer than anticipated as staff identified the most efficient way to deliver technical services in the newly renovated Council Chambers, and as the PCAC Board, made up largely of new members, reviewed the contract terms.

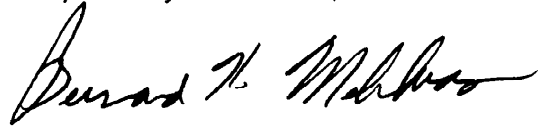
The City still requires the services provided by PCAC. The proposed renewal would extend the current relationship for management and operation of Channel 55 KPAS and management of the City's video broadcast and audio system production services for three additional years, from October 2007 through September 2010. The proposed contract would also allow for two one-year renewal options subject to the approval of the City Manager. Consistent with the terms of the prior contract, the compensation to PCAC would increase annually, based on the change in the Consumer Price Index (CPI).

In addition, staff proposes to broaden the scope of services to include technical support for City Council meetings and other official City events held in the Council Chambers. Staff believes that it would be most efficient for PCAC staff to provide this technical support rather than City staff, as it already has staff attending City Council meetings and other events held in the Council Chambers. The transfer of technical support services will also free up staffing resources from the City's Information Technology Services Division, which has provided computer support to the weekly Council meetings. ITSD staff will continue to staff the meetings until 7 pm to address any major computer issues. After that time, PCAC will provide basic computer support, as well as support for the sound system, video production, lighting, and teleconferencing. The proposed change in scope will increase the contract amount by \$7,000 and is included in the recommended not to exceed amount.

FISCAL IMPACT:

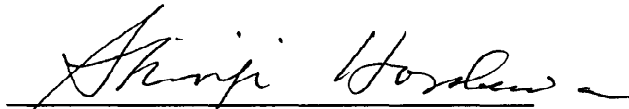
Funds for this contract are included in the City Manager's Office budget for Fiscal Year 2008. The incremental funding of \$5,250 for services to be added during Fiscal Year 2008 will be included in an operating budget amendment report to be presented to the Finance Committee in the near future.

Respectfully Submitted,



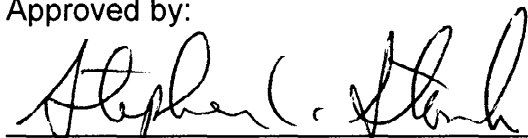
BERNARD K. MELEKIAN
City Manager

Prepared by:



Shinji Hosokawa
Management Analyst II

Approved by:



Stephen C. Stark
Director of Finance