



County of Monterey

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Board Report

File #: A 19-137, Version: 1

a. Authorize the Director of the Information Technology Department (ITD) to execute a non-standard Agreement with Presentation Products Inc., dba Spinitar, for maintenance and support of County audio/visual and broadcasting equipment for the term of June 1, 2019 through May 31, 2020, in a total amount not to exceed \$9,106; and

b. Accept non-standard contract provisions as recommended by the Director of Information Technology.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

a. Authorize the Director of the Information Technology Department (ITD) to execute a non-standard Agreement with Presentation Products Inc., dba Spinitar, for maintenance and support of County audio/visual and broadcasting equipment for the term of June 1, 2019 through May 31, 2020, in a total amount not to exceed \$9,106; and

b. Accept non-standard contract provisions as recommended by the Director of Information Technology.

SUMMARY/DISCUSSION:

The Monterey County broadcast system, using audio-visual (AV) and broadcasting equipment located in the Board of Supervisors' chambers and on ITD premises, enables the public to access meetings held in the BOS' chambers through the internet and on the local Monterey County government channel. This technology provides public programming of meetings conducted by various public agencies, including the Board of Supervisors, the Monterey County Water Resources Agency, and the Monterey County Planning Commission. The broadcast system enables the public to view government meeting content on demand. The broadcast system also records these meetings, to provide for after-the-fact viewing and archiving.

The recommended services agreement with Presentation Products Inc., dba Spinitar, would provide support for AV and broadcast equipment located in BOS chambers at the Government Center and at the ITD Data Center. The County's existing AV and broadcast equipment is 9 years old and requires regular maintenance and support in order to reliably provide public access to government meetings. This agreement would provide for both quarterly preventative maintenance and for replacement of critical components as needed.

The proposed agreement provides for advance annual billing and payment for support and maintenance services. Although non-standard to the County, similar payment provisions are common in the information technology industry. Accordingly, ITD recommends that the Board approve the Spinitar Agreement, notwithstanding this single, non-standard provision.

OTHER AGENCY INVOLVEMENT:

County Counsel has reviewed the agreement and cannot approve the following non-standard provision: advance, annual billing.

FINANCING:

The funds for this service in the amount of \$9,106 have been included in the FY18-19 Approved Budget for the Information Technology Department, ITD 1930, Budget Unit 8436, Appropriation Unit INF002.

BOARD OF SUPERVISORS' STRATEGIC INITIATIVES:

The Board's approval of the proposed agreement for support and maintenance of County AV and broadcast equipment ensures public access to government activities and transparency in the conduct of government affairs.

☐ Economic Development
☒ Administration
☐ Health & Human Services
☐ Infrastructure
☐ Public Safety

Prepared by: Lynnette Beardsall, Management Analyst II, 759-6938

Approved by:

Date: _____
Eric A. Chatham, Director of Information Technology, 759-6920

Attachments:
Presentation Products Inc. agreement

Attachments on file with Clerk of the Board