City of Carroll

112 E. 5th Street Carroll, Iowa 51401-2799 (712) 792-1000 FAX: (712) 792-0139

MEMO TO: Honorable Mayor and City Council Members

FROM: Mike Pogge-Weaver, City Manager MPW

DATE: July 19, 2018

SUBJECT: Waive Purchasing Policy #0501 – Purchase of cablecast equipment for Carroll Area Access Television (CAAT) 6

The current cablecast equipment for CAAT 6 is over 15 years old and is in need of replacement. Additionally, the City recently received notice that the manufacturer of the equipment will no longer provide maintenance and support for the current equipment we have.

Carroll's own local access cable channel is seen on Mediacom cable channel 6 (also on channel 97-2 on Digital-Ready TV's) in Carroll and Glidden as well as Western Iowa Networks cable channel 46 in Carroll, Westside, Breda and Lidderdale. CAAT 6 broadcasts City Council, School Board, and County Board of Supervisor meetings along with several church services.

For some time Jason Lambertz, from CAAT6, has been researching the various options to replace the equipment. To that end, after reviewing several products and talking with other cities that operate a cable channel like CAAT 6, he is recommending that we purchase TightRope cablecast equipment to replace our current system. Initially, we would like to purchase the base unit, a bulletin board option, and streaming encoder. The total price from Heartland Video Systems will not exceed $19,707.82. Due to the specialized nature of the equipment we can only purchase this equipment from Heartland Video Systems who services our area.

Additionally, this system is upgradable to allow for live streaming of the broadcast on the internet along with video on demand services. The additional equipment for live streaming and video on demand would cost an additional $12,950.20 upfront with an on-going cost of $1,971.20 per year. While this is something we would seek to add in the future, we would like to start off with the initial cablecast equipment and look to add the live streaming and video on demand option later down the road.

RECOMMENDATION: Mayor and City Council consider waiving purchase policy #0501 related to the requirement for competitive quotes and approve the purchase of TightRope cable equipment, carousel bulletin board, and Niagara go stream mini equipment from Heartland Video Systems in the amount of not to exceed $19,707.82.