



City of Huntington Beach

File #: 22-393

MEETING DATE: 5/17/2022

REQUEST FOR CITY COUNCIL ACTION

SUBMITTED TO: Honorable Mayor and City Council Members

SUBMITTED BY: Sean Joyce, Interim City Manager

VIA: Travis K. Hopkins, Assistant City Manager

PREPARED BY: Grace Yoon-Taylor, Senior Administrative Analyst

Subject:

Approve and authorize execution of Amendment No. 2 to Agreement with Tripepi Smith and Associates extending the existing three-year agreement for an additional year for Cablecasting Services for City Council and Planning Commission Meetings

Statement of Issue:

Tripepi Smith and Associates provides cablecasting services to air live and recorded City Council and Planning Commission meetings, in addition to as-needed technical support to operate HBTB Channel 3. The City's agreement with Tripepi Smith is set to expire in June 2, 2022. Amendment No. 2 would extend the existing three-year agreement by an additional year for up to \$65,000.

Financial Impact:

Sufficient funds for this one-year extension (\$65,000) are available in the remaining Fiscal Year 2021-22 and proposed Fiscal Year 2022-2023 Operating Budget, using PEG funds in Business Unit 24330101. These funds will finance technical support and audio-visual staffing for regular and special meetings of the City Council and Planning Commission. Should the Amendment be approved, the total not-to-exceed amount for this agreement will increase from \$215,000 (for the initial two-year contract of \$150,000 and Amendment No.1 of \$65,000) to \$280,000.

Recommended Action:

Approve and authorize the Mayor and City Clerk to execute, "Amendment No. 2 to Agreement Between the City of Huntington Beach and Tripepi Smith and Associates for City Council and Planning Commission Meeting Cablecasting Services."

Alternative Action(s):

Do not approve Amendment No. 2, and direct staff accordingly.

Analysis:

Following the City's transition from the joint Public Cable Television Authority (PCTA) to the City-run

HBTV Channel 3, staff issued a Request for Proposal for cablecasting services in March 2019 and selected Tripepi Smith and Associates as the most qualified provider. Both parties entered into a two-year agreement for up to \$150,000 or approximately \$75,000 each year, which expired on June 2, 2021. The City extended the contract for another year for up to \$65,000, which is set to expire on June 2, 2022.

During this three-year period, Tripepi Smith provided reliable services that included but were not limited to: replacement of aging audio-visual equipment, implementation of modernized TV programming software, troubleshooting broadcasting issues with Spectrum and Frontier, technical support to broadcast live and recorded video feed, and audio-visual (AV) staffing for regular and special meetings of the City Council and Planning Commission. Tripepi Smith currently provides similar services to other jurisdictions including the cities of Bellflower, Culver City, and Indian Wells.

Amendment No. 2 proposes to extend the agreement by an additional year at a cost of up to \$65,000. The City plans to initiate and conduct a full procurement process next fiscal year before the term expires.

Environmental Status:

Not applicable.

Strategic Plan Goal:

Community Engagement

Attachment(s):

1. Amendment No. 2 to Agreement with Tripepi Smith
2. Amendment No. 1 to Agreement with Tripepi Smith
3. Professional Service Agreement with Tripepi Smith