

**MOORPARK CITY COUNCIL
AGENDA REPORT**

TO: Honorable City Council

FROM: Jennifer Mellon, Administrative Services Manager

BY: Melody Johnston, Senior Information Systems Analyst

DATE: January 5, 2015 (CC Meeting of 1/21/15)

**SUBJECT: Consider Resolution Amending the Fiscal Year 2014-15 (FY 14-15)
Budget Allocating Funds for the Replacement of Video Cameras in
the Apricot Room and Camera Controller in the Video Control Room.**

BACKGROUND

The City of Moorpark has four analog cameras mounted in the Apricot Room that are used to record public meetings. The cameras have been in place for over 13 years and are losing functionality due to age and usage. One camera is no longer being used because of the poor quality of picture it generates and has been taken out of service. The equipment is no longer supported by the manufacturer and cannot be repaired. Information Systems (I.S.) is requesting to replace all four cameras and the camera controller located in the video control room at this time.

DISCUSSION

I.S. discussed the City's immediate and future requirements with our current technical contractor, Darren Doerschel, who is retained as a specialist in the field of video production equipment. After consultation, staff is recommending that all four cameras be replaced with Panasonic high definition pan/tilt/zoom cameras and a new controller. By upgrading this equipment, the City will keep current with technical advances, providing digital HD images for recording and broadcasting public meetings.

Mr. Doerschel, who also contracts with the City of Hawthorne and other southern California jurisdictions, completed a similar project to replace Hawthorne's old analog cameras with new HD cameras in December 2014. Mr. Doerschel and staff recommend purchase of the replacement equipment from VTP, the low bidder, at \$37,766. Received vendor quotations are attached.

The equipment purchase is proposed to be funded partially by transferring funds within the division budget with the remainder funded by an appropriation from the General

Fund Reserve. Equipment installation shall be completed by the technical consultant, with the assistance of staff, at a cost not to exceed \$3,000. There are budgeted funds within the Information Systems/Cable Television professional services account to cover this cost. The project will also require additional cabling and minor supplies not to exceed \$1,000 and the Information Systems/Cable Television supplies account within the FY 14-15 budget has sufficient funds to cover these costs.

FISCAL IMPACT

The total project cost is \$41,766. The Information Systems/Cable Television Division (3120) has \$16,000 available in various accounts to partially fund this project and staff is proposing to transfer these appropriations to the Capital Other Equipment account (9504) as follows:

From Account	Item Description - Programmed for	Transfer Amount
1000-3120-0000-9103 Special Professional Services	Video system optimization and development	\$ 3,000
1000-3120-0000-9201 Computer Supplies/Equipment Non-Capital	System digitization upgrade in video control room	\$ 12,000
1000-3120-0000-9205 Special Department Supplies	Video supplies	\$ 1,000
TOTAL		<u>\$ 16,000</u>

An additional appropriation of \$25,766 will be required from the General Fund (1000).

STAFF RECOMMENDATION

ROLL CALL VOTE

Adopt Resolution No. 2015-____, amending the Fiscal Year 2014-15 Budget for replacement video cameras in the Apricot Room and camera controller in the Video Control Room.

Attachment 1: Vendor Quotations

Attachment 2: Resolution



2721 W. Magnolia Blvd. Burbank, Calif. 91505
 800-422-2444 818/566-9898 ext 778 Fax: 818/566-8989

Price Quote

January 5, 2015

To: City of Moorpark
 Attn: Jennifer Mellon
 Address: 799 MOORPARK AVE., MOORPARK, CA 93021
 Phone: _____
 From: Scott Palazzola

The Prices listed in this quote are intended solely for the purpose of purchasing from Videotape Products, Inc. Any unauthorized use is prohibited. Prices good 30 days from date of quote unless otherwise noted.

Qty	Part Number	Description	Unit Price	Extended Price
4	AW-HE130KPJ	Panasonic HD PTZ CAMERA (BLACK)	\$7,629.00	\$30,516.00
1	AWRP120	Panasonic Remote Camera Controller	\$3,909.00	\$3,909.00
1	AW-PS550N	Panasonic 12VDC Power supply	\$613.00	\$613.00
		NOTES All prices are FOB VTP 2.5% Handling Fee for Credit Card purchases		
			SUB TOTAL	\$35,038.00
			TAX	TBD
			SHIPPING (Estimate)	\$100.00
			TOTAL	\$35,138.00

TO: City of Moorpark



1400 Quail St. #145
 Newport Beach, Ca. 92660
 949/851-8220
 FAX 949/851-8221

QUOTATION 060414GG

Attn: Darren Doerschel
 Ph.
 Fax:

WE ARE PLEASED TO SUBMIT THE FOLLOWING QUOTATION FOR YOUR CONSIDERATION

Date 1/5/2015

ITEM	QTY.	MANUFACTURER	MODEL	DESCRIPTION	UNIT	EXTENSION
1	4	Panasonic	AW-HE130KPJ	Black HD PTZ Camera	\$7,933.00	\$31,732.00
2	1	Panasonic	AW-RP120	Remote Camera Controller	\$4,159.00	\$4,159.00
3	1	Panasonic	AW-PS550N	Power Supply	\$619.00	\$619.00
4						\$0.00
5						\$0.00
6						\$0.00
7						\$0.00
8						\$0.00
9						\$0.00
10						\$0.00
11						\$0.00
12						\$0.00
13						\$0.00
14						\$0.00
15						\$0.00
16						\$0.00
17						\$0.00
18						\$0.00
19						\$0.00
20						\$0.00

Your Total: \$36,510.00

THIS QUOTE FIRM FOR 30 DAYS

SUBJECT TO STATE AND LOCAL TAXES WHERE APPLICABLE

DELIVERY: 30 DAYS ARO

PAYMENT TERMS: NET 20 DAYS

F.O.B. ORIGIN

VIA: BEST

This quotation is subject to acceptance by buyer and seller in accordance with the terms stated hereon (Front and Reverse) buyer grants to seller a security interest in equipment described herein until payment has been made in full.

RESPECTFULLY SUBMITTED BY _____

ACCEPTED BY BUYER _____

B&H Photo - Video, Inc.
 New York, NY 10001
 420 Ninth Avenue
 Tel. No. (212) 444-6600
 Fax. No. (212) 239-7770



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Quote No.: 520878960

Date: 12/22/14

Sold To: Jennifer Mellon
 City Of Moorpark
 799 Moorpark Ave
 Attn: Darren Doerschel
 MOORPARK, CA 93021

Ship To:
 City Of Moorpark
 799 Moorpark Ave
 Attn: Jennifer Mellon
 MOORPARK, CA 93021

Bill Phone: (805)517-6231

(805)517-6231

Cust Code: 70707053
 P.O. No.:

Terms:
 Slsman: 2WN

 Ship-Via: STANDARD

Qty	Brand	Item Description SKU#/Catalog#	Price	Total
1	PANASONIC	PAN-TILT CONTROLLER w/IP/SERIAL/TRACE/REG #PAAWRP120GJ/AWRP120GJ This Item Has Free Shipping To The Continental USA. This Is A Special Order Item, And Is Not Returnable. This Is A "Special Order" Item, And Is Not Returnable.	4,090.00	4,090.00
4	PANASONIC	AW-HE130K HD PTZ CAMERA (BLACK)/REG #PAAWHE130K/AWHE130KPJ	8,350.00	33,400.00

@PLEASE NOTE: -----
 @ This quote is for information only. Prices, products, and availability
 @ are subject to change without notice.
 @ Certain items may be enforced by vendor to sell at the
 @ vendor-imposed price posted at the time of order.
 @ ***** B&H SUPERSTORE HOLIDAY SCHEDULE *****
 @ The SuperStore will be closed on Thursday, December 25th
 @ *****
 @ The SuperStore will be open on New Year's Day,
 @ Thursday January 1st, 10:00AM-6:00PM

=====
 Payment Type - Amount Sub-Total: 37,490.00
 UNPAID
 Shipping: 0.00
 * Total: 37,490.00

RESOLUTION NO. 2015- _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MOORPARK, CALIFORNIA, AMENDING THE FISCAL YEAR 2014-15 BUDGET APPROPRIATING AN ADDITIONAL \$25,766 FROM THE GENERAL FUND (1000) FOR THE REPLACEMENT OF VIDEO CAMERAS IN THE APRICOT ROOM AND CAMERA CONTROLLER IN THE VIDEO CONTROL ROOM

WHEREAS, on June 18, 2014, the City Council adopted the Operating and Capital Improvement Budget for Fiscal Year 2014/15; and

WHEREAS, a staff report has been presented to City Council regarding the replacement of video cameras and controller equipment used in the recording and broadcasting of public meetings in the Community Center's Apricot and video control rooms with estimated total cost of \$41,766; and

WHEREAS, the Information Systems/Cable Television Division (3120) has \$16,000 of available appropriation from various expenditure accounts to partially fund this project and an aggregate budget transfer of \$16,000 is required to the Other Equipment Capital account (9504); and

WHEREAS, the City's General Fund (1000) collects Public, Educational and Governmental (PEG) access channel fees from the Cable Franchisees and this revenue may be used for the capital equipment replacement project as proposed. A budget amendment of \$25,766 is required from the General Fund (1000) to fully fund this project; and

WHEREAS, Exhibit "A" hereof describes said budget amendment and the resulting impact to the budget line items.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MOORPARK DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. An aggregate budget transfer of \$16,000 from various expenditure accounts in the Information Systems/Cable Television Division (3120) to the division's Other Equipment Capital account (9504) as more particularly described in Exhibit "A", attached hereto is hereby approved.

SECTION 2. A budget amendment of \$25,766 from the General Fund (1000) as more particularly described in Exhibit "A", attached hereto is hereby approved.

SECTION 3. The City Clerk shall certify to the adoption of this resolution and shall cause a certified resolution to be filed in the book of original resolutions.

PASSED AND ADOPTED this 21st day of January, 2015.

Janice S. Parvin, Mayor

ATTEST:

Maureen Benson, City Clerk

Attachment: Exhibit A – Budget Amendment

EXHIBIT A

**BUDGET AMENDMENT FROM THE GENERAL FUND (1000) FOR THE
REPLACEMENT OF VIDEO CAMERAS AND CONTROLLER FOR THE APRICOT
AND VIDEO CONTROL ROOMS
FISCAL YEAR 2014/15**

FUND ALLOCATION FROM:

FUND TITLE	FUND/ACCOUNT NUMBER	AMOUNT
General Fund	1000-5500	\$ 25,766.00
	Total	\$ 25,766.00

DISTRIBUTION OF APPROPRIATION TO EXPENSE ACCOUNTS:

Budget Unit/Account Number	Current Budget	Revision	Adjusted Budget
1000-3120-0000-9103	\$ 10,000.00	\$ (3,000.00)	\$ 7,000.00
1000-3120-0000-9201	\$ 12,000.00	\$ (12,000.00)	\$ -
1000-3120-0000-9205	\$ 3,000.00	\$ (1,000.00)	\$ 2,000.00
1000-3120-0000-9504	\$ -	\$ 41,766.00	\$ 41,766.00
Total	\$ 25,000.00	\$ 25,766.00	\$ 50,766.00

Finance Approval: 