

A G E N D A



Recommendation for Council Action (Purchasing)

Austin City Council

Item ID:

45449

Agenda Number

25.

Meeting Date:

June 4, 2015

Department:

Purchasing

Subject

Authorize award, negotiation, and execution of a 36-month contract with TEXAS CLOSED CAPTIONING, LLC, or one of the other qualified offerors to Request for Proposal No. JRD0307, to provide real-time closed captioning services for City meetings in an amount not to exceed \$450,000, with three 12-month extension options in an amount not to exceed \$150,000 per extension option, for a total contract amount not to exceed \$900,000.

Amount and Source of Funding

Funding in the amount of \$50,000 is available in the Fiscal Year 2014-2015 Operating Budget of the Communications and Public Information Office. Funding for the remaining 32-months of the original contract period and extension options are contingent upon available funding in future budgets.

Fiscal Note

There is no unanticipated fiscal impact. A fiscal note is not required.

Purchasing
Language:

Best evaluated proposal received from the current provider of real-time closed captioning services. The current contract expires July 31, 2015.

Prior Council
Action:



For More
Information:

Jonathan Dalchau, Senior Buyer, 512-974-2938

Boards and
Commission
Action:



Related Items:

MBE / WBE:

This contract will be awarded in compliance with City Code Chapter 2-9C Minority Owned and Women Owned Business Enterprise Procurement Program. No subcontracting opportunities were identified; therefore, no goals were established for this solicitation.

Additional Backup Information

The contract will provide the Communications and Public Information Office with real-time closed captioning services for regularly scheduled Council meetings, Council work sessions, and Council committee meetings. The contract will provide additional closed captioning service for special City programs, meetings, or news conferences. Closed captioning displays the audio portion of a televised program as text on a TV screen providing full access to meeting coverage for individuals who are hearing impaired. A captioner will listen to the live meetings, enter the words using a phonetic keyboard, and special software will translate and display the words simultaneously on the television screen. Council meeting transcripts are created from the closed captioning of each meeting.

The current contract expires on July 31, 2015. If Council does not approve the contract, the City will not be able to offer captioning services for the scheduled Council meetings, work sessions, and committee meetings as required by Council.

MBE/WBE solicited: 13/1

MBE/WBE bid: 0/0

PRICE ANALYSIS

- a. Adequate competition
- b. 253 notices were sent, including 13 MBEs and one WBE. Three proposals were received with no MBEs/WBEs responding.

APPROVAL JUSTIFICATION

- a. Best evaluated proposal.
- b. The Purchasing Office recommends contract award consistent with the findings of the evaluation committee.
- c. Advertised in the Austin American Statesman and on the internet.