



# City of San Antonio

## Agenda Memorandum

**File Number:**

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**Agenda Item Number:** 7

**Agenda Date:** June 12, 2025

**In Control:** City Council A Session

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**DEPARTMENT:** Finance Department

**DEPARTMENT HEAD:** Troy Elliott

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

Ratification of Contract for Audio Visual Equipment Upgrades for Communications & Engagement Department

**SUMMARY:**

This ordinance ratifies payment for services and a contract with UNICOM Government, Inc. for Audio Visual equipment replacements and upgrades for the Communications & Engagement Department for the period January 1, 2025, through December 31, 2027, in the amount of \$425,927.36. Funding in the amount of \$425,927.36 is available from the Public Education and Government (PEG) Fund FY 2025 Adopted Budget. Funding for future years is contingent upon City Council approval of the annual budget.

**BACKGROUND INFORMATION:**

Submitted for ratification is the payment for services and contract with UNICOM Government, Inc. to provide various pieces and services for the replacement of equipment and upgrades for the TVSA studios. Since 2007, the City has maintained a stream of the TVSA Government channel and a video-on-demand archive of City Council A & B sessions on the City's website. In 2018, the City expanded this service to include streaming the TVSA Public access channel to include Council Committees, and several Boards and Commissions to the archive. The video encoders are

now at end of life and need to be replaced, and the ongoing software and services associated with this project need to be renewed.

The City issued a Request for Offer (RFO) for “Annual Contract for TVSA/UNICOM for Communications & Engagement Department”, RFO 6100018742 to UNICOM Government, Inc., a cooperative vendor, on December 19, 2024, with a submission deadline of December 23, 2024. The offer received from UNICOM Government, Inc., is recommended for award.

This contract utilizes OMNIA Partners Contract #01-171 with UNICOM Government, Inc. which allows participating public agencies in need of similar products and services to make purchases using an existing contract through OMNIA. Purchases authorized through this ordinance will be made in accordance with the U.S. Communities Cooperative Program authorized by Ordinance No. 98797, which provides for government procurement resources and solutions to local and state government agencies and nonprofits by ensuring all participating public agencies have access to the same terms and conditions of an existing solicited contract.

Ratification of services and payment was necessary to avoid any disruption in TVSA streaming services after the contract expired on December 31, 2024, and to allow the procurement process and negotiations for a new contract to take place. This contract started on January 1, 2025 and will end on December 31, 2027. A one-year renewal option at the City’s option will also be authorized by this ordinance.

#### **ISSUE:**

This ordinance will approve the ratification of a contract using PEG funds to complete TVSA Upgrades to maintain the streams of the TVSA Government and Public access channels to the City’s website, as well as the video-on-demand archive of all City Council A & B, Special Sessions, Council Committees, and several other Boards and Commissions. Approving this item will result in maintaining services that accomplish transparency of City of San Antonio public meetings for the next three years.

The Small Business Economic Development Advocacy (SBEDA) Ordinance requirements were waived due to the lack of small, minority, and/or women businesses available to provide these goods and services.

This contract for ratification is an exception to the Local Preference Program due to utilizing a cooperative.

The Veteran-Owned Small Business Preference Program does not apply to non-professional service contracts, so no preference was applied to this contract.

#### **ALTERNATIVES:**

Should this ratification not be approved, the City would be required to issue individual solicitations to replace and expand studio equipment used for in-studio production facilities. This could limit the City’s ability to maintain an environment to broadcast and record public meetings.

**FISCAL IMPACT:**

This ordinance ratifies payment for services and a contract with UNICOM Government, Inc. for Audio Visual equipment replacements and upgrades for the Communications & Engagement Department for the period January 1, 2025, through December 31, 2027, in the amount of \$425,927.36. Funding in the amount of \$425,927.36 is available from the Public Education and Government (PEG) Fund FY 2025 Adopted Budget. Funding for future years is contingent upon City Council approval of the annual budget.

**RECOMMENDATION:**

Staff recommends ratification of this contract and payment to UNICOM Government, Inc. This contract for ratification is procured by means of cooperative purchasing and a Discretionary Contract Disclosure Form is not required.