

## Schedule B

### **BASIC GOVERNMENT MEDIA SERVICES**

The following proposal is presented for your consideration. The following information addresses your Government Channel management, operations and videography services.

#### **PRODUCTION SERVICES: CONTENT ACQUISITION**

Videographer Services included in Basic Contract (See rate sheet for additional meetings)

- 48 City meetings in Commission chambers (i.e., City Commission/URC or Planning) One meeting is defined as, any meeting that the videographer is on site to record, regardless of numbers of sessions during a single visit.
- Each meeting based on 6 hours minimum (meetings over 6 hours, will be billed at a rate of \$45 hr.)
- Post production included is basic encoding for each meeting and delivery for cablecast and web distribution

#### **CHANNEL MANAGEMENT: CONTENT DELIVERY & DISTRIBUTION**

Programming & Playback

- Create Playback schedules
- Manage multiple formats for encoding and direct playback
- Operate computer devices and software for execution of program schedule
- Media inventory traffic (Manage media library for archival as necessary)
- Technical Support for City staff and citizens inquiries for channel playback
- Provide assistance to citizens for in-house viewing of programs or copies.
- Community Readerboard - Communications for local cablecast of city, bureau, and organizational news and information, updated by-monthly.

#### **Master Control/Cablecast Head End (Cablecast Operations)**

- Staff engineer works directly with cable provider to ensure the transmission meets technical and content regulations (FCC)
- Around-the-clock continuous operations, through on-site and remote networks
- Monitoring the quality and accuracy of on-air programming
- Troubleshooting equipment malfunctions, includes basic onsite repair of cable connections and fittings, assess equipment for 3<sup>rd</sup> party vendor service as needed (additional Engineering install or replacement at \$50 hr. over contract)
- On- call to work directly with cable providers on cablecasting interruptions
- On-going assessment for future build and technology challenges

#### **Additional Options**

- On location-LIVE Event recording coordination and implementation  
(Please see-Additional Services-Rate Card, Schedule C)