

The City of Daytona Beach

COMMISSION-MANAGER PLAN
DAYTONA BEACH, FLORIDA 32115-2451

FINANCE DEPARTMENT
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To: James Chisholm, City Manager
From: Patricia Bliss, Chief Financial Officer *P. Bliss*
Date: October 29, 2018
Subject: Closed Captioning for Video

Resolution: Request for City Commission approval of Change Order No. 1 to an existing Agreement for Video Streaming Services, having the Date of Execution of October 1, 2014, between the City of Daytona Beach and Swagit Productions LLC (Swagit).

The Change order will provide for the purchase of equipment and services for live and on-demand closed captioning of web streamed video of City Commission and Board meetings.

Swagit, the City's current web streaming contractor, is a nationwide provider of online video streaming solutions to local, state, and federal government agencies.

On October 1, 2014 the City entered into a one year agreement with the option for nine additional one-year terms with Swagit for live and on-demand video streaming, indexing, and archiving services at an obligation of \$1,099 per month, or \$13,188 annually.

Swagit offers an integrated closed captioning service that is compliant with Website Content Accessibility Guidelines 2.0 (WCAG 2.0).

Non-recurring costs for closed captioning system components and installation are \$23,760.

Annually recurring costs for closed captioning services for 75 meetings is \$22,500.

Total for adding closed captioning equipment and services for FY19 is \$46,260.

The Change Order makes the annually recurring costs for Swagit video and closed captioning services \$35,688.

Staff requests the Resolution authorize the City Manager to expend funds for Swagit video streaming and closed captioning services in future years, subject to budget approvals.

This purchase is considered sole source due to the existing relationship between the City and Swagit.

Funds are available in IT Capital Outlay City Website Redesign: 550-200000-513-565000-201701.

With your approval, I request this item be added to the next available City Commission Agenda.