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Title: CONSIDER RESOLUTION NO. 18-075 TO INCREASE THE FY 2017-18 BUDGET FOR AUDIO/VISUAL SERVICES PROVIDED BY 5X5 AV BROADCAST SUPPORT FOR THE CONGRESSWOMAN JUANITA MILLENDER-MCDONALD COMMUNITY CENTER (CITY COUNCIL)

Sponsors:

Indexes:

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Attachments: 1. Resolution No. 18-075, 2. Purchase Order #B06265, 3. File Summary

Date	Ver.	Action By	Action	Result
7/3/2018	1	City Council		
7/3/2018	1	City Council		

Report to Mayor and City Council

Tuesday, July 03, 2018

Consent

SUBJECT:

CONSIDER RESOLUTION NO. 18-075 TO INCREASE THE FY 2017-18 BUDGET FOR AUDIO/VISUAL SERVICES PROVIDED BY 5X5 AV BROADCAST SUPPORT FOR THE CONGRESSWOMAN JUANITA MILLENDER-MCDONALD COMMUNITY CENTER (CITY COUNCIL)

I. SUMMARY

The Congresswoman Juanita Millender-McDonald Community Center contracts for audio/visual services (A/V) through 5X5 AV Broadcast Support. Due to an increased number of A/V requests, the funds budgeted for the current fiscal year have been depleted. Staff is requesting that City Council approve a budget amendment of \$18,000.00 to cover the cost for the remainder of the FY 2017-18. Note that this service is a budget pass-through i.e. a portion of the expended funds are offset by revenues generated by providing this service to the public.

II. RECOMMENDATION

1. WAIVE City of Carson Purchasing Ordinance 17-1609, Contract Requirement for Services.
2. WAIVE further reading and ADOPT Resolution No. 18-075, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARSON, CALIFORNIA, AMENDING THE FISCAL YEAR 2017-18 BUDGET IN THE COMMUNITY CENTER GENERAL FUND ACCOUNT."

1.

III. ALTERNATIVES

TAKE another action the City Council deems appropriate.

IV. BACKGROUND

The Community Center contracts for audio/visual services through 5x5 AV Broadcast Support, as client needs often exceed the scope of what the facility currently offers. For Fiscal Year 2017-18, \$19,336.00 was budgeted for this service. In order to support the demand for A/V requests, this amount was increased by \$5,663 on March 7, 2018, bringing the total to \$24,999.00. However, due to significantly higher than anticipated requests - 96 as of the writing of this report - for both community and City events, the moneys have been depleted. Staff is requesting an additional appropriation of \$18,000.00 to fund this service for the remainder of the fiscal year.

In an effort to ensure that the A/V needs of both the community and the City are met for Fiscal Year 2018/19 and beyond, staff is currently in the process of developing and ultimately releasing an RFP for this service.

V. FISCAL IMPACT

Should the City Council approve the request, funds in the amount of \$18,000.00 will need to be allocated to 01-900-100-003-7011 from the General Fund balance, which is estimated to be \$19,811,555 at June 30, 2018. The net impact to the General Fund is expected to be minimized, as additional fees are collected for this service. Note that this service is a budget pass-through i.e. a portion of the expended funds are offset by revenues generated by providing this service to the public.

VI. EXHIBITS

1. Resolution No. 18-075. (pgs. 3-4)
2. Blanket Purchase Order #B06265. (pgs. 5-8)

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