

MEMORANDUM

DATE: September 11, 2001  
TO: The Board of Supervisors  
FROM: Veronica Nowak, Communications and Neighborhood Connections Administrator  
SUBJECT: Award of Contract - Video Center Equipment

---

The County Community Video Center (CVC) must replace aging video equipment currently used for studio production. The new equipment will improve the quality of production and will have the capability to be operated remotely to accommodate a small production crew. In addition, the new equipment will enable the County to broadcast the live call-in programs directly from the CVC.

The County solicited proposals from several firms. The Whitlock Group was the only vendor which submitted a proposal. The Whitlock Group has a well-established track record in the broadcast industry and has supplied video equipment to the County for several years. Staff recommends adoption of the attached resolution awarding the contract to the Whitlock Group in the amount of \$156,204.24.

---

Veronica Nowak

CONCUR:

---

Carol M. Luckam

VN/tlc  
videoequip.mem

Attachment