

AI-17419

23.A.6.

**Bid Award/Approval of Contract-Record and Delay Broadcast of Commissioners Court Meetings
CC REGULAR**

Date: 09/15/2009
Submitted By: Darlene Betancourt, PURCHASING DEPT.
Submitted For: Marty Salazar
Department: PURCHASING DEPT.
Agenda Category: Purchasing Department **Purchasing only:** Hidalgo County

Information

CAPTION

Recommending award of bid and approval of contract to sole bid received meeting all specifications and/or requirements as attached hereto for-Hidalgo County-Record and Delay Broadcast of Commissioners Court Meetings-Project No 2009-296-07-29-YZV.

BACKGROUND

Draft contract document has been sent to legal counsel for review and approval as to form

Fiscal Impact

FISCAL YEAR: 2009 **ACCT. #:** 9-1100-413-30-115-017-0-320
FUNDS AVAILABLE Y/N?: Y **MATCHING FUNDS Y/N?:**
BUDGETARY IMPACT:
 \$24,000.00 available balance as of 09/10/09. rc
 3yr contract, funding available only for 2009.

Attachments

Link: [bid tab sheet](#)
 Link: [draft contract](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Purchasing Department	Marty Salazar	09/10/2009 03:53 PM	APRV
2	Budget & Management	Erika Zamora	09/10/2009 03:57 PM	APRV
3	Rosalinda Cantu	Rosie Cantu	09/11/2009 08:35 AM	APRV
4	Auditor's Office		09/11/2009 05:30 PM	NEW
Form Started By: Darlene Betancourt		Started On: 09/09/2009 04:19 PM		
Final Approval Date: 09/11/2009				

"EXHIBIT A"

**Record and Delay Broadcast of Hidalgo County
Commissioners' Court Meetings and other related Services
Hidalgo County
Bid No: 2009-296-07-29-YZV**

REQUIREMENTS

1. Hidalgo County is seeking a qualified vendor to record and delay broadcast the Hidalgo County Drainage District #1 Board of Directors and Commissioners' Court Meetings;

a) Pursuant to Article §81.005 (a) (Term of Court Meetings) of the Texas Local Government Code, Hidalgo County Commissioners' Court "Regular Term" meetings for 2009. **This action made upon by Hidalgo County Commissioners Court on a yearly basis and may not follow current schedule:**

Week of the Month: ***Last Week of the Month***
Day of the Week: Tuesday
Time of the day: **1:30 p.m.**

Hidalgo County Drainage District #1 holds meetings in accordance with Chapter 551, Texas Government Code; which are currently scheduled for 1:00 p.m. or otherwise directed by HCDD#1 on all Tuesdays or as otherwise directed by HCDD #1.

b) Hidalgo County holds "Special Meetings" in accordance with Chapter 551, Texas Government Code; which currently are scheduled @ **1:30 p.m. or otherwise directed by Hidalgo County on all other Tuesdays or as otherwise directed by Hidalgo County.** However, these are subject to change if necessary and at the sole discretion of Hidalgo County/Hidalgo County Drainage District #1 and applicable statutes as to the posting of such meetings. **All special meetings will follow the term of Commissioners' Court.**

2. Contractor must possess all equipment necessary to render services required. All installation of any such equipment will be at contractor's expense including all repair maintenance of said equipment.

3. The initial term of the contract will be for a two (2) year period. Hidalgo County reserves the right to extend the contract for an additional one (1) year period under the same rates/fees, terms and conditions.

4. Hidalgo County reserves the right to continue this bid for an additional ninety (90) day grace period at the end of the contract term for unforeseen delay in award of new bid for next contract.
5. Hidalgo County will not allow the contractor to pre-empt any scheduled broadcast of this program. Provider and Hidalgo County reserve the right to seek underwriting for the program.
6. All arrangements for on-air broadcast of this program are subject to the regulations of the Federal Communications Commission (FCC), to other laws governing broadcasting, and to standard broadcasting practice.
7. Either party may terminate the agreement within thirty (30) days upon written notice. Contractor will continue providing services until new vendor is awarded in the event that contractor exercises the 30-day written termination notice.
8. On-air credit consists of up to at least three (3) credits at the open and close of the program. Each credit should be at least twenty (20) seconds long.
9. Hidalgo's County Drainage District #1 and Commissioners Court meetings will be broadcast in their entirety.
10. In the event of a cancellation of an Hidalgo County Hidalgo County Drainage District #1 and/or Commissioners' Court Meeting slated for Recording and Delay Broadcasting, Hidalgo County will notify, in writing, the awarded vendor/company, via e-mail the cancellation of such meeting by 5:00 pm (CST) the Monday before said meeting is scheduled to be held. Notification will be made by Monica Badillo, Hidalgo County Court Administrator, phone: (956) 292-7025; Fax (956) 292-7034 to:

Awarded Company

11. Hidalgo County will be provided the following copies:
 - a) Five (5) DVD unedited copies (if produced)
 - b) Five (5) DVD edited copies (if produced)
 - c) Audio and Wave File
12. Hidalgo County Commissioners' Court meetings are to be broadcast Valley wide particularly in Hidalgo County.
13. Current air time for the delay broadcast of entire Commissioners Court meetings is on Tuesday evening at 10:00 pm. Hidalgo County wishes to improve the air time slot for the delay broadcast of the Commissioners Court meetings.

Bidders are asked to designate & commit to an earlier time slot from 7:00 p.m. to 9:00

pm but in no event commencing later than the current 10:00 pm air time. Delay broadcast must occur after Commissioners Court meetings Tuesday through Friday of the same week.

Hidalgo County additionally requires an additional 30 minutes time allotment for Public Information Purposes on the 1st week of the month) to air on the same day of the week, between the hours of 7 PM to 10PM with 9:30 PM being the latest, throughout the term of the contract.

14. Commissioners Court, at its sole discretion may consider an earlier time slot (from its present air time of 10:00 pm) as a determining factor in awarding the bid in order to make the Commissioners Court meeting delay broadcast more accessible to all Hidalgo County residents.

The Hidalgo County Drainage District No. 1 Board of Director's may, at their option, utilize the "Record and Delay Broadcast of Hidalgo County and Hidalgo County Commissioners' Court minutes and related Services" Provider(s) selected by Hidalgo County for Hidalgo County Drainage District No. 1. Should the Board of Director's of Hidalgo County Drainage District No. 1 decide the bid awarded as the Provider is the same as the one selected by Hidalgo County, the awarded bidder shall offer Hidalgo County Drainage District No. 1 the same terms and provisions as it offers Hidalgo County.

ADDITIONAL INFORMATION:

Hidalgo County is requesting that any and all questions, inquiries and clarifications regarding quotes, bids proposals or statements or qualifications be addressed to, Yolanda Velasquez Buyer, Physical Address: 2802 S. Business Hwy. 281, Edinburg, TX Postal/Mailing Address: 2812 South Business Hwy 281, New Administration Building, Edinburg, Texas 78539. **TELEPHONE INQUIRIES WILL NOT BE ACCEPTED.**

ALL WRITTEN INQUIREIES WILL BE ACCEPTED VIA FACSIMILE NO LATER THAN, WEDNESDAY, JULY 22, 2009 BY 5:00 p.m. Responses to said inquiries will be sent to all applicants via facsimile by no later than, Friday, JULY 24, 2009 by 5:00 p.m.

Exhibit "B"
"Record and Delay Broadcast of Hidalgo County
Commissioners' Court Meetings - Hidalgo County"
Bid No. 2009-074-07-01-YZV

BID PAGE

OPENED

9:58 am
7/29/09

Program/Series: "Hidalgo County Commissioner's Court Meetings"

Witnessed

Air Time: 8:00 p.m. to 10:00p.m.

Air Date Schedule: Thursday

Recorded on Site: Hidalgo County Administration Building, 1st Floor- Edinburg, TX

Term of Contract: The contract will be in effect for a period of one (1) year from bid award date with County's option to renew (2) one year terms.

Bid Options:

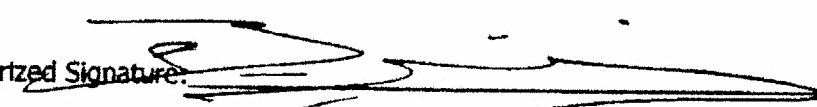
- | | |
|--|---------------------|
| A) 1 st Year Production Underwriting Price: | \$ <u>80,400.00</u> |
| B) 2 nd Year Production Underwriting Price: | \$ <u>84,420.00</u> |
| C) 3 rd Year Production Underwriting Price: | \$ <u>88,641.00</u> |
| D) Yearly Public Service Announcement Price : | \$ <u>-0-</u> |

Bidder/Company Name: RGV Educational Broadcasting Inc. KMBH DT-38

Address: 1701 Tennessee Avenue,

City/State/Zip Code: Harlingen, Texas 78550

Phone No 956-421-4111 Fax No 956-421-4150 Cell No 956-497-1082

Authorized Signature: 

Printed Name: Pedro Briseno

Title: President/General Manager