CITY OF TONKA BAY
ITEM NO. 9B

Memo

To: Honorable Mayor and City Council

From: Joe Kohlmann, City Administrator

Date: February 11, 2014

Re: WNAV Inc. – Filming City Council Meetings

Staff contacted WNAV Inc. to inquire about video services for Tonka Bay City Council Meetings. Staff asked if the WNAV was interested in selling a used camera (Sony HXR-NX5U HD) and tripod. WNAV was not interested in selling a camera to the City. A quick google search for this model camera shows a price of $3,795. A tripod for this model is under $75. While this may not be the camera the City wishes to purchase, it was recommended by WNAV that a 'low end' ($300) camera should not be pursued due to the limitations in zooming, functionality and durability.

WNAV stated they would honor their quote if the City were to purchase their own camera and tripod but would require an additional hour (four total hours) for the camera operator. The verbally revised quote would be as follows:

Sandisk	$25
Professional Operator	$154
Video Production	$90
Total	$269

Plus additional "one-time" purchases for camera, tripod and audio cords. Estimated cost <$2,000.

Attached is the previous quote from WNAV.

Council Action Requested:
Motion to authorize the City Administrator to work with the City Attorney to draft or review an agreement with WNAV Inc for video operating services. Motion to allow the City Administrator to purchase camera, tripod, and audio cables.

WNAV INC

801 AMERICAN BLVD E STE 200
BLOOMINGTON MN 55420

Estimate

Date	Estimate #
1/16/2014	3694

Name / Address
ATTN: JOE KOHLMANN-ADMINISTRATOR CITY OF TONKA BAY 4901 MANITOU ROAD TONKA BAY MN 55331

Project
City of Tonka Bay 2...

Description	Qty	Rate	Total
VIDEOTAPING & PRODUCTION FOR BI-MONTHLY CITY COUNCIL MEETINGS JANUARY THROUGH DECEMBER 2014 CITY OF TONKA BAY			
AUDIO VISUAL SUPPORT SERVICES - VIDEOTAPING OF CITY COUNCIL MEETINGS - CREATE VIDEO STREAMING FILES OF RECORDING SUITABLE FOR WEB STREAMING			
EQUIPMENT & TECHNICIAN			
Sony HXR-NX5U HD Camcorder & Professional Tripod	1	150.00	150.00T
Sandisk Extreme 8GB Class 10 SD Card (Videotaping is recorded onto the SD card)	1	25.00	25.00T
Professional Camera Operator (Includes Set Up 30 minutes prior to start of meeting & up to 3 hours of technician time) *Cables to get audio record feed from existing sound equipment included		115.00	115.00
PRODUCTION			
Video Production: Capture and convert video file(s) to "Streaming" format for use on the internet		90.00	90.00T
THANK YOU! Mark Stowman - President and AV Production Manager WNAV Audio Visual 952-853-2270			

Thank You !

Subtotal	$380.00
Sales Tax (7.275%)	$19.28
Total	$399.28