

CITY COUNCIL AGENDA ITEM COVER MEMO

Agenda Item Number _____

Meeting Type: Regular

Meeting Date: 7/23/2015

Action Requested By:
Administration

Agenda Item Type
Resolution

Subject Matter:

Agreement for closed captioning services for televised City Council meetings.

Exact Wording for the Agenda:

Resolution authorizing the City of Huntsville to enter into an agreement with Tennessee Captioning, LLC for closed captioning services.

Note: If amendment, please state title and number of the original

Item to be considered for: Action

Unanimous Consent Required: Select...

Briefly state why the action is required; why it is recommended; what Council action will provide, allow and accomplish and; any other information that might be helpful.

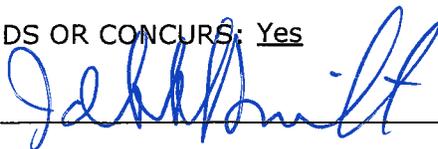
This is needed to provide closed captioning services for televised City Council meetings.

Associated Cost: \$5,000.00

Budgeted Item: Yes

MAYOR RECOMMENDS OR CONCURS: Yes

Department Head: _____



Date: _____

7/16/15

ROUTING SLIP CONTRACTS AND AGREEMENTS

Originating Department: Administration Council Meeting Date: 7/23/2015

Department Contact: John Hamilton Phone # 256-427-5009

Contract or Agreement: Agreement

Document Name: Tennessee Captioning Agreement

City Obligation Amount: \$5,000.00

Total Project Budget:

Uncommitted Account Balance:

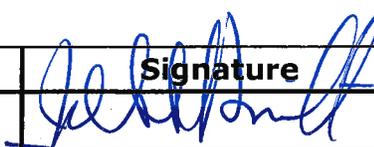
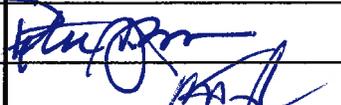
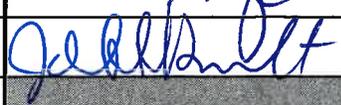
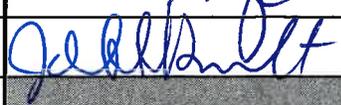
Account Number: 01-8100-0508-7301

Procurement Agreements

<u>Select...</u>	<u>Select...</u>
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Grant-Funded Agreements

<u>Select...</u>	Grant Name: <u></u>
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Department	Signature	Date
1) Originating		7/16/15
2) Legal		7-7-15
3) Finance		7/15/15
4) Originating		7/16/15
5) Copy Distribution		
a. Mayor's office (1 copies)		
b. Clerk-Treasurer (Original & 2 copies)		

RESOLUTION NO. 15 - _____

BE IT RESOLVED by the City Council of the City of Huntsville, Alabama, that the Mayor be, and is hereby authorized on behalf of the City of Huntsville, a Municipal Corporation in the State of Alabama, to enter into an Agreement by and between The City of Huntsville and Tennessee Closed Captioning, LLC, which said agreement is substantially in words and figures similar to that certain document attached hereto and identified as "Agreement between the City of Huntsville and Tennessee Closed Captioning" consisting of two (2) pages with the date of July 23, 2015 appearing on the margin of the first page, together with the signature of the President or President Pro Tem of the City Council, an executed copy of said document being permanently kept on file in the Office of the City Clerk-Treasurer of the City of Huntsville, Alabama.

ADOPTED this the 23rd of July, 2015.

President of the City Council
of the City of Huntsville,
Alabama

APPROVED this the 23rd day of July, 2015.

Mayor of the City of
Huntsville, Alabama

**AGREEMENT BETWEEN THE
CITY OF HUNTSVILLE AND
TENNESSEE CAPTIONING, LLC.**

AGREEMENT FOR CLOSED CAPTIONING SERVICES

THIS AGREEMENT is made and entered into on this _____ day of July, 2015, between "Tennessee Captioning, LLC" 8367 Greenvale Drive, Nashville, Tennessee 37221 and the City of Huntsville, Alabama, a municipal corporation.

WHEREAS, the City desires to provide closed captioning services for City Council meetings that are streamed live on the City of Huntsville's website and replayed on the City's government access channel; and

WHEREAS, Tennessee Captioning, LLC has the experience and expertise providing such closed captioning services.

NOW, THEREFORE, in consideration of the wishes of both parties to enter into agreement, the parties agree as follows:

1. Scope of Work and Fees

a) Services

Tennessee Captioning, LLC will provide closed captioning services as needed for Huntsville City Council meetings as needed and according to industry best practices.

b) Pricing

Tennessee Captioning, LLC will provide captioning for council meetings and charge a two (2) hour minimum fee at \$95.00 per hour.

Time frames beyond the two (2) hour minimum will be charged in fifteen (15) minutes increments at \$23.75.

c) Billing

Tennessee Captioning, LLC will bill the City of Huntsville once per month at the end of each month. Payment will be submitted to Tennessee Captioning 8367 Greenvale Drive, Nashville, Tennessee 37227.

2. Term

The term of this Agreement shall be from August 1, 2015 through July 31, 2016.

3. Termination for Cause

If Tennessee Captioning, LLC fails to perform its obligations under this agreement in a timely and professional manner, then the City of Huntsville shall inform Tennessee Captioning, LLC of any deficiencies and require said deficiencies to be corrected within fourteen (14) days. If Tennessee Captioning fails to correct the said deficiencies within the stated time period, then the City of Huntsville may terminate this agreement for cause and shall have no further obligation to Tennessee Captioning, LLC.

4. Tennessee Captioning, LLC to Bear Its Own Expenses

Any and all expenses incurred by Tennessee Captioning, LLC in the performance of its obligations under this contract shall be the sole responsibility of Tennessee Captioning, LLC. City shall not reimburse Tennessee Captioning for any such expenses.

IN WITNESS WHEREOF each of the parties hereto has caused this Agreement to be duly executed as of the date and the year written below:

THE CITY OF HUNTSVILLE, ALABAMA
A municipal corporation

By: _____
Tommy Battle
Its: Mayor

ATTEST:

By: _____
Charles Hagood
Its: City-Clerk

TENNESSEE CAPTIONING, LLC
By: _____
It's: _____

ATTEST:

By: _____
Its: _____