

RESOLUTION NO. 23-02

A RESOLUTION OF THE CITY OF PANAMA CITY BEACH, FLORIDA, APPROVING A MULTI-YEAR AGREEMENT WITH GRANICUS, INC. FOR THE PURCHASE OF ENCODING APPLIANCE HARDWARE, REAL TIME CLOSED CAPTIONING SERVICES AND RELATED SOFTWARE LICENSES IN THE INITIAL ANNUAL AMOUNT OF \$18,614.50.

BE IT RESOLVED that the appropriate officers of the City are authorized to accept and deliver on behalf of the City that certain Agreement with Granicus, Inc., relating to the purchase of encoding appliance hardware, real time closed captioning services, and related software licenses, in the initial annual amount of Eighteen Thousand, Six Hundred Fourteen Dollars and Fifty Cents (\$18,614.50), in substantially the form **attached** and presented to the Council today, with such changes, insertions or omissions as may be approved by the City Manager and whose execution shall be conclusive evidence of such approval.

THIS RESOLUTION shall be effective immediately upon passage.

PASSED in regular session this 13th day of October, 2022.

CITY OF PANAMA CITY BEACH

By 
Mark Sheldon, Mayor

ATTEST:


Lynne Fasone, City Clerk



408 Saint Peter Street, Suite 600
Saint Paul, MN 55102
United States

THIS IS NOT AN INVOICE

Order Form
Prepared for
Panama City Beach, FL

Granicus Proposal for Panama City Beach, FL

ORDER DETAILS

Prepared By: Casey Youso
Phone: (612) 876-0017
Email: casey.youso@granicus.com
Order #: Q-229994
Prepared On: 09/13/2022
Expires On: 11/12/2022

ORDER TERMS

Currency: USD
Payment Terms: Net 30 (Payments for subscriptions are due at the beginning of the period of performance.)
Period of Performance: The term of the Agreement will commence on the date this document is signed and will continue for 36 months.

PRICING SUMMARY

The pricing and terms within this Proposal are specific to the products and volumes contained within this Proposal.

One-Time Fees			
Solution	Billing Frequency	Quantity/Unit	One-Time Fee
Closed Captioning Services - Real Time (Hour)	Up Front	62.5 Hours	\$9,062.50
Government Transparency - Setup & Configuration	Up Front	1 Each	\$0.00
Granicus Encoding Appliance Hardware - SDI (AMAX) (GT)	Upon Delivery	1 Each	\$3,500.00
Granicus Video - Online Training	Upon Delivery	6 Hours	\$0.00
Open Platform - Setup and Configuration	Up Front	1 Hours	\$0.00
Granicus Encoding Appliance Hardware - Setup & Config	Upon Delivery	1 Each	\$875.00
US Shipping Charge C - Large Item	Upon Delivery	1 Each	\$125.00
SUBTOTAL:			\$13,562.50

New Subscription Fees			
Solution	Billing Frequency	Quantity/Unit	Annual Fee
Government Transparency Suite	Annual	1 Each	\$3,852.00
Open Platform Suite	Annual	1 Each	\$0.00
Granicus Encoding Appliance Software (GT)	Annual	1 Each	\$1,200.00
SUBTOTAL:			\$5,052.00

FUTURE YEAR PRICING

Solution(s)	Period of Performance	
	Year 2	Year 3
Government Transparency Suite	\$4,121.64	\$4,410.15
Open Platform Suite	\$0.00	\$0.00
Granicus Encoding Appliance Software (GT)	\$1,284.00	\$1,373.88
SUBTOTAL:	\$5,405.64	\$5,784.03

PRODUCT DESCRIPTIONS

Solution	Description
Government Transparency Suite	Government Transparency are the live in-meeting functions. Streaming of an event, pushing of documents, and indexing of events.
Closed Captioning Services - Real Time (Hour)	Remote Real-Time Closed Captioning.
Open Platform Suite	Open Platform is access to MediaManager, upload of archives, ability to post agendas/documents, and index of archives. These are able to be published and accessible through a searchable viewpage.
Government Transparency - Setup & Configuration	Setup and Configuration for Government Transparency Suite includes implementation of: <ul style="list-style-type: none"> • Up to one (1) View Page and Player template • Up to one (1) Live Manager configuration
Granicus Encoding Appliance Hardware - SDI (AMAX) (GT)	AMAX Encoder with Osprey SDI Card. Used to pass commands and data from LiveManager that include Start/Stop of webcast, indexing, and document display. Also serves to distribute video and captions to be distributed to the CDN or Performance Accelerator.
Granicus Video - Online Training	Granicus Video - Online Training
Open Platform - Setup and Configuration	Setup and configuration for Open Platform
Granicus Encoding Appliance Software (GT)	Granicus Encoding Appliance Software (GT) This includes the LiveManager Software solution where webcasts are started/stopped, agendas amended and indexed, votes and attendance recorded, and minutes created.
Granicus Encoding Appliance Hardware - Setup & Config	Remote configuration and deployment of an encoding appliance.

Solution	Description
US Shipping Charge C - Large Item	US shipping of a large item

THIRD PARTY DISCLAIMER

Closed Captioning and Meeting Services: Client and Granicus may agree that a third party will provide closed captioning, transcription services, or other meeting services under this Agreement. In such case, Client expressly understands that the third party is an independent contractor and not an agent or employee of Granicus. Granicus is not liable for acts performed by such an independent third party.

TERMS & CONDITIONS

- Link to Terms: <https://granicus.com/legal/licensing>
- This quote is exclusive of applicable state, local, and federal taxes, which, if any, will be included in the invoice. It is the responsibility of Panama City Beach, FL to provide applicable exemption certificate(s).
- If submitting a Purchase Order, please include the following language: The pricing, terms and conditions of quote Q-229994 dated 09-13-2022 are incorporated into this Purchase Order by reference and shall take precedence over any terms and conditions included in this Purchase Order.
- Any lapse in payment may result in suspension of service and will require the payment of a setup fee to reinstate the subscription.
- Notwithstanding anything to the contrary, Granicus reserves the right to adjust pricing at any renewal in which the volume has changed from the prior term without regard to the prior term's per-unit pricing.
- Granicus will provide a three (3) year warranty with respect to required hardware. Within the three (3) year warranty period, Granicus shall repair or replace any required hardware provided directly from Granicus that fails to function properly due to normal wear and tear, defective workmanship, or defective materials.

BILLING INFORMATION


Billing Contact:		Purchase Order Required?	[] - No [] - Yes
Billing Address:		PO Number: <i>If PO required</i>	
Billing Email:		Billing Phone:	

If submitting a Purchase Order, please include the following language:

The pricing, terms, and conditions of quote Q-229994 dated 09/13/2022 are incorporated into this Purchase Order by reference and shall take precedence over any terms and conditions included in this Purchase Order.

AGREEMENT AND ACCEPTANCE

By signing this document, the undersigned certifies they have authority to enter the agreement. The undersigned also understands the services and terms.

Panama City Beach, FL	
Signature:	
Name:	Drew Whitman
Title:	City Manager
Date:	10-14-22

RFP Live Streaming Audio-Visual Equipment and Services

Per the RFP, scoring for each responding firm was determined using the assigned points for each of the referenced criteria elements:

CRITERIA ELEMENTS

	Weight	Score	Granicus, LLC	Weight	Score	Town Hall Streams, LLC	Weight	Score
I. Proposer meets or exceeds the needs described in the Scope of Services	0.4	0.21333333	3.666666667	0.4	0.293333333	1.666666667	0.4	0.133333333
II. Cost Analysis	0.3	0.19	(A / B) x C	0.3	0.3	(A / B) x C	0.3	0.27
III. Vendor familiarity with government hosted public meetings live streaming and closed captioning services	0.2	0.13333333	4.333333333	0.2	0.173333333	2	0.2	0.08
IV. Ability to integrate with current City used applications	0.1	0.06	3.333333333	0.1	0.066666667	2	0.1	0.04
		59.6667			83.33			52.33

RATING

- 1-Poor
- 2-Fair
- 3-Good
- 4- Excellent
- 5-Superior

Ranking based upon overall scores

	Rank	Company	Score
1	1	Corporation	59.66666667
2	2	Granicus, LLC	83.33
3	3	Town Hall Streams, LLC	52.33

Ranking based upon FeeSchedule

	Rank	Company	Score
1	1	Corporation	0.19
2	2	Granicus, LLC	0.30
3	3	Town Hall Streams, LLC	0.27

Ranking based Experience, Quality of RFP, Understanding and References

	Rank	Company	Score
1	1	Corporation	0.60
2	2	Granicus, LLC	0.83
3	3	Town Hall Streams, LLC	0.52

City of Panama City Beach Florida - Request for Proposals

RFP# and Title: PCB22-81 RFP Live Streaming Audio-Visual Equipment and Services

Firm/Company: TelVue Corporation

Committee Member Name: Nigel Archer-Shee

Committee Member Signature: 

Date: 8/18/2022

Criteria Element	Poor	Fair	Good	Excellent	Superior	Weight	Score
	1	2	3	4	5		
I. Proposer meets or exceeds the needs described in the Scope of Services				4.00		0.4	0.32
II. Cost Analysis	Highest					0.3	0.00
III. Vendor familiarity with government hosted public meetings live streaming and closed captioning services				4.00		0.2	0.16
IV. Ability to integrate with current City used applications			3.00			0.1	0.08
TOTAL						1.00	0.00

COMMENTS

City of Panama City Beach Florida - Request for Proposals

RFP# and Title: PCB22-81 RFP Live Streaming Audio-Visual Equipment and Services

Firm/Company: Granicus, LLC

Committee Member Name: Nigel Archer-Shee

Committee Member Signature: 

Date: 9/19/2022

Criteria Element	Poor	Fair	Good	Excellent	Superior	Weight	Score
	1	2	3	4	5		
I. Proposer meets or exceeds the needs described in the Scope of Services				4.00		0.4	0.32
II. Cost Analysis					Lowest	0.3	0.30
III. Vendor familiarity with government hosted public meetings live streaming and closed captioning services				4.00		0.2	0.16
IV. Ability to Integrate with current City used applications			3.00			0.1	0.06
TOTAL						100	84.00

COMMENTS

RFP# and Title: PCB22-01 RFP Live Streaming Audio-Visual Equipment and Services

Firm/Company: Town Hall Streams, LLC

Committee Member Name: Nigel Archer-Shee

Committee Member Signature: 

Date: 9/19/2022

Criteria Element	Poor	Fair	Good	Excellent	Superior	Weight	Score
	1	2	3	4	5		
i. Proposer meets or exceeds the needs described in the Scope of Services		2.00				0.4	0.16
ii. Cost Analysis			Middle			0.3	0.18
iii. Vendor familiarity with government hosted public meetings live streaming and closed captioning services		2.00				0.2	0.08
iv. Ability to integrate with current City used applications		2.00				0.1	0.04
TOTAL						1.00	46.00

COMMENTS

City of Panama City Beach Florida - Request for Proposals

RFP# and Title: PCB22-81 RFP Live Streaming Audio-Visual Equipment and Services

Firm/Company: TelVue Corporation

Committee Member Name: Travis Gordon

Committee Member Signature: 

Date: 9/19/2022

Criteria Element	Poor	Fair	Good	Excellent	Superior	Weight	Score
	1	2	3	4	5		
I. Proposer meets or exceeds the needs described in the Scope of Services		2.00				0.4	0.16
II. Cost Analysis	Highest					0.3	0.19
III. Vendor familiarity with government hosted public meetings live streaming and closed captioning services			3.00			0.2	0.12
IV. Ability to integrate with current City used applications			3.00			0.1	0.06
TOTAL						1.00	53.00

COMMENTS

Only Automated Closed Captioning (Closed Caption Encoder)

RFP# and Title: PCB22-81 RFP Live Streaming Audio-Visual Equipment and Services

Firm/Company: Granicus, LLC

Committee Member Name: Travis Gordon

Committee Member Signature: 

Date: 9/19/2022

Criteria Element	Poor	Fair	Good	Excellent	Superior	Weight	Score
	1	2	3	4	5		
I. Proposer meets or exceeds the needs described in the Scope of Services				4.00		0.4	0.32
II. Cost Analysis					Lowest	0.3	0.30
III. Vendor familiarity with government hosted public meetings live streaming and closed captioning services				4.00		0.2	0.16
IV. Ability to integrate with current City used applications			3.00			0.1	0.06
TOTAL						100	84.00

COMMENTS

- No Closed Captioning for Facebook
- Cannot Edit once made Public (LiveStream??)
- 72 Hour Notice for Closed Captioning
- Difficult Creating Simple recorded only content not Livestream

City of Panama City Beach Florida - Request for Proposals

RFP# and Title: PCB22-81 RFP Live Streaming Audio-Visual Equipment and Services

Firm/Company: Town Hall Streams, LLC

Committee Member Name: Travis Gordon

Committee Member Signature: 

Date: 9/19/2022

Criteria Element	Poor	Fair	Good	Excellent	Superior	Weight	Score
	1	2	3	4	5		
I. Proposer meets or exceeds the needs described in the Scope of Services		2.00				0.4	0.16
II. Cost Analysis			Middle			0.3	0.27
III. Vendor familiarity with government hosted public meetings live streaming and closed captioning services		2.00				0.2	0.08
IV. Ability to integrate with current City used applications		2.00				0.1	0.04
TOTAL						1.00	55.00

COMMENTS

Only 3 Employees - 2 Full Time 1 Part Time

City of Panama City Beach Florida - Request for Proposals

RFP# and Title: PCB22-81 RFP Live Streaming Audio-Visual Equipment and Services

Firm/Company: TelVue Corporation

Committee Member Name: Jason Pickle

Committee Member Signature: 

Date: 9/19/2022

Criteria Element	Poor	Fair	Good	Excellent	Superior	Weight	Score
	1	2	3	4	5		
I. Proposer meets or exceeds the needs described in the Scope of Services		2.00				0.4	0.16
II. Cost Analysis	Highest					0.3	0.19
III. Vendor familiarity with government hosted public meetings live streaming and closed captioning services			3.00			0.2	0.12
IV. Ability to Integrate with current City used applications			3.00			0.1	0.06
TOTAL						1.00	0.53

COMMENTS

-Does not offer live person closed captioning and relies on SmartCapture technology.

Does not appear to integrate with current Agenda management software.

RFP# and Title: PCB22-81 RFP Live Streaming Audio-Visual Equipment and Services

Firm/Company: Granicus, LLC

Committee Member Name: Jason Pickle

Committee Member Signature: 

Date: 8/19/2022

Criteria Element	Poor	Fair	Good	Excellent	Superior	Weight	Score
	1	2	3	4	5		
I. Proposer meets or exceeds the needs described in the Scope of Services			3.00			0.4	0.24
II. Cost Analysis					Lowest	0.3	0.30
III. Vendor familiarity with government hosted public meetings live streaming and closed captioning services					5.00	0.2	0.20
IV. Ability to integrate with current City used applications				4.00		0.1	0.08
TOTAL						1.00	82.00

COMMENTS

Does not stream at 1080p, only at 720 currently. Has plans to initiate 1080 streaming in early 2023.

Has live captioning services, integrates fully with current Agenda management solution.

RFP# and Title: PCB22-81 RFP Live Streaming Audio-Visual Equipment and Services

Firm/Company: Town Hall Streams, LLC

Committee Member Name: Jason Pickler

Committee Member Signature: 

Date: 9/19/2022

Criteria Element	Poor	Fair	Good	Excellent	Superior	Weight	Score
	1	2	3	4	5		
I. Proposer meets or exceeds the needs described in the Scope of Services	1.00					0.4	0.08
II. Cost Analysis			Middle			0.3	0.27
III. Vendor familiarity with government hosted public meetings live streaming and closed captioning services		2.00				0.2	0.08
IV. Ability to integrate with current City used applications		2.00				0.1	0.04
TOTAL						1.00	47.00

COMMENTS

Does not offer any integrations. Limited user interface. Did not showcase their closed captioning - none of the links have CC.



CITY OF PANAMA CITY BEACH
 17007 Panama City Beach Parkway, Panama City Beach, FL 32413
 PCB22-81 RFP Live Streaming
 09/14/22 11:00AM

	CONTRACTOR/VENDOR	DATE BID/RFP RECEIVED	TIME BID/RFP RECEIVED	BID RECEIVED VIA PAPER OR DEMANDSTAR	PROPOSED ANNUAL COST	RESPONSIVE BID/PROPOSAL THE MINIMUM SPECIFICATIONS WERE PROVIDED	PROPOSERS CERTIFICATION	ADDENDA PAGE	DRUG-FREE WORKPLACE	PUBLIC ENTRY CRIME	E-VERIFY	NON-COLLUSION AFDVAIT
1	Town Hall Streams, LLC	9/13/2022	2:22PM	DemandStar	\$ 20,449.00	X	X	X	X	X	X	X
2	Granicus, LLC	9/14/2022	10:03AM	DemandStar	\$ 18,614.50	X	X	X	X	X	X	X
3	TelVue Corporation	9/14/2022	10:05AM	DemandStar	\$ 29,677.14	X	X	X	X	X	X	X
4												
5												
6												
7												
8												
9												
10												
11												
12												