

**RESOLUTION 20- 55, 2020**  
**COLUMBIA TOWNSHIP, HAMILTON COUNTY, OHIO**

**AUTHORIZING TOWNSHIP ADMINISTRATOR TO ENTER INTO AND APPROVING CONTRACT FOR ESP MEDIA FOR VIDEO AND PRODUCTIONS SERVICES FOR 2021**

**WHEREAS**, Columbia Township broadcasts monthly Board of Trustees public meeting and contracts to broadcast monthly Deer Park Silverton Joint Fire District meetings by video to one or more media channels to provide citizens with convenient access to such meetings and to increase transparency; and

**WHEREAS**, the Board of Trustees desires to contract with ESP Media for video and production services totaling \$12,000 in 2021 to video monthly Trustee and Fire District meetings and to stream them live to select media platforms; and

**WHEREAS**, the Board of Trustees, upon majority vote, hereby dispenses with the requirement that this Resolution be read on two separate days, and hereby authorizes the adoption of this Resolution upon its first reading; and

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees, for the benefit and welfare of Columbia Township and its citizens, hereby approves the contract with ESP Media for video and production services in 2021 for \$12,000.

Motion to accept Resolution made by: Mr./Mrs. Hughes

Seconded by: Mr./Mrs. Lamar

**VOTE:**

**TRUSTEE**

	Voting	Signature	Date
David Kubicki, President	<u>yes</u>	<u>[Signature]</u>	<u>12/8/2020</u>
Brian Lamar, Vice-President	<u>yes</u>	<u>Brian Lamar</u>	<u>12/8/2020</u>
Susan Hughes, Trustee	<u>yes</u>	<u>Susan Hughes</u>	<u>12/8/20</u>

**ATTEST:** Carol B. Han

12-08-20

Passed this 8th day of December, 2020

2020-21 Columbia Township Trustees - Video Production Proposal

12.23.2020  
Approved  
per Res. 20-55



W. Taylor

Client	Columbia Township Trustees	Estimate Date	12/22/20
Description	2020 Columbia Township Trustees - Video Production Proposal	Other Details	Produced in Cincinnati, Ohio
Producer	Rob Ebel	Job #	
Editor	Rob Ebel	PO#	

Trustee Meeting - Video Production PACKAGE	Rate	Units	Estimate	Revised	Actual
<b>***Trustee Meeting***</b>					
Up to 3 Sony 1080p cameras for on-site filming of Trustee Meeting	\$75.00	ea 3	\$ 225.00		
On-site Tricaster video production equipment for Trustee Meeting	\$150.00	ea 1	\$ 150.00		
Up to 3 ESP Media personnel on-site for filming production of Trustee Meeting	\$150.00	ea 3	\$ 450.00		
<b>Post Production</b>					
Editing, rendering, finalizing video for Trustee Meeting & Workshops	\$150.00	ea 1	\$ 150.00		
DVD copying	\$25.00	ea 1	\$ 25.00		
<b>Package Total</b>			<b>\$ 1,000.00</b>		<b>\$ -</b>

Additional Workshops & Zoning Meetings - Video Production	Rate	Units	Estimate	Revised	Actual
<b>***1 Camera***</b>					
Up to 1 Sony 1080p camera for on-site filming of Trustee Workshops	\$75.00	ea 1	\$ 75.00		
On-site Tricaster video production equipment for Trustee Workshops	\$150.00	ea 1	\$ 150.00		
Up to 1 ESP Media personnel on-site for filming production of Trustee Workshop	\$150.00	ea 1	\$ 150.00		
<b>Post Production</b>					
Editing, rendering, finalizing video for Trustee Meeting & Workshops	\$150.00	ea 1	\$ 150.00		
DVD copying	\$25.00	ea 1	\$ 25.00		
<b>Production Total</b>			<b>\$ 550.00</b>		<b>\$ -</b>

Additional Workshops & Zoning Meetings - Video Production	Rate	Units	Estimate	Revised	Actual
<b>***2 Cameras***</b>					
Up to 2 Sony 1080p camera for on-site filming of Trustee Workshops	\$75.00	ea 2	\$ 150.00		
On-site Tricaster video production equipment for Trustee Workshops	\$150.00	ea 1	\$ 150.00		
Up to 1 ESP Media personnel on-site for filming production of Trustee Workshop	\$150.00	ea 1	\$ 150.00		
<b>Post Production</b>					
Editing, rendering, finalizing video for Trustee Meeting & Workshops	\$150.00	ea 1	\$ 150.00		
DVD copying	\$25.00	ea 1	\$ 25.00		
<b>Production Total</b>			<b>\$ 625.00</b>		<b>\$ -</b>

Deer Park/Silverton Fire Board Meetings Production	Rate	Units	Estimate	Revised	Actual
<b>Zoom</b>					
Creating/Hosting/Archiving Fire Board Meetings via Zoom with Pro Zoom Package	\$600.00	ea 1	\$ 600.00		
<b>In-Person Video</b>					
<b>***2 Cameras*** Onsite video production of Deer Park/Silverton Fire Board Meetings Production</b>					
Up to 2 Sony 1080p camera for on-site filming of Trustee Workshops	\$75.00	ea 2	\$ 150.00		
On-site Tricaster video production equipment for Trustee Workshops	\$150.00	ea 1	\$ 150.00		
Up to 1 ESP Media personnel on-site for filming production of Trustee Workshop	\$150.00	ea 1	\$ 150.00		
<b>Post Production</b>					
Editing, rendering, finalizing video for Trustee Meeting & Workshops	\$150.00	ea 1	\$ 150.00		
DVD copying	\$25.00	ea 1	\$ 25.00		
<b>Production Total</b>			<b>\$ 1,225.00</b>		<b>\$ -</b>

Livestream Option for Any Video Production	Rate	Units	Estimate	Revised	Actual
<b>***ESP Media produces all live video broadcasts on Livestream.com/espmedia***</b>					
Individual channel for any Sycamore Township meeting or workshop	\$50.00	ea 1	\$ 50.00		
<i>We can simulcast any live video production on YouTube live or Facebook live channels</i>					
<b>Livestream Total</b>			<b>\$ 50.00</b>		<b>\$ -</b>

<b>Trustee Meeting &amp; Workshop Video Production PACKAGE</b>	<b>Grand Total</b>	<b>Estimate</b>	<b>\$ 1,000.00</b>	<b>Actual</b>	<b>\$ -</b>
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<b>Deer Park/Silverton Fire Board Meetings for Zoom &amp; Onsite Video</b>	<b>Grand Total</b>	<b>Estimate</b>	<b>\$ 1,225.00</b>	<b>Actual</b>	<b>\$ -</b>
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<b>Additional Workshops &amp; Zoning Meetings Video Production 1 Camera</b>	<b>Grand Total</b>	<b>Estimate</b>	<b>\$ 550.00</b>	<b>Actual</b>	<b>\$ -</b>
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<b>Additional Workshops &amp; Zoning Meetings Video Production 2 Cameras</b>	<b>Grand Total</b>	<b>Estimate</b>	<b>\$ 625.00</b>	<b>Actual</b>	<b>\$ -</b>
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