

RESOLUTION 21-55, 2021
COLUMBIA TOWNSHIP, HAMILTON COUNTY, OHIO

AUTHORIZING TOWNSHIP ADMINISTRATOR TO ENTER INTO AND APPROVING CONTRACT FOR ESP MEDIA FOR VIDEO AND PRODUCTION SERVICES EFFECTIVE JANUARY 1, 2022

WHEREAS, Columbia Township broadcasts monthly Board of Trustees public meetings and contracts to broadcast Deer Park Silverton Joint Fire District meetings as requested 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 annually to video one Trustee meeting each month and stream them live to select media platforms; and

WHEREAS, the Board also may engage with ESP Media for additional services, at the rates detailed on the attached proposal, to record and broadcast other Township meetings and events, as appropriate, including those involving Township service districts, contracts and peer agencies; and

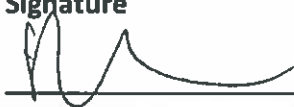
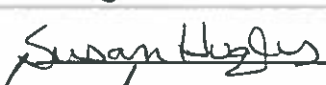

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees, for the benefit and welfare of Columbia Township and its citizens, hereby approves the contract with ESP Media for video and production services effective January 1, 2022 for \$12,000 total for twelve monthly Board of Trustees meetings and for additional services at the rates on the attached proposal.

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

Seconded by Mr./Mrs. LAMAR

VOTE:

TRUSTEE

| | Voting | Signature | Date |
|-----------------------------|--------|--|----------|
| David Kubicki, President | yes |  | 12-14-21 |
| Brian Lamar, Vice-President | yes |  | 12-14-21 |
| Susan Hughes, Trustee | yes |  | 12-14-21 |

ATTEST:  12-14-21

Passed this 14th day of December, 2021

Columbia Township - Production Services



*Accepted
D.L.C 14 2021
W Taylor
administrator*

| | | | |
|--------------------|--|----------------------|------------------------------|
| Client | Columbia Township Trustees | Date | 10/11/2021 |
| Description | Columbia Township Trustees - Video Production Proposal | Other Details | Produced in Cincinnati, Ohio |
| Producer | Rob Ebel | Job # | |
| Editor | Rob Ebel | PO# | |

This contract is effective January 1, 2022, and continues unless terminated by either party giving written notice at least sixty days in advance of the date of termination. Services will be billed at the listed rates, and ESP Media may adjust rates at any time during the contract by providing written notice to Columbia Township at least 30 days in advance.

| Trustee Meeting - Video Production PACKAGE | Rate | Units | Estimate | Revised | Actual |
|---|----------|-------|--------------------|---------|-------------|
| ***Trustee Meeting*** | | | | | |
| 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 | | |
| Post Production | | | | | |
| Editing, rendering, finalizing video for Trustee Meeting & Workshops | \$150.00 | ea 1 | \$ 150.00 | | |
| DVD copying | \$25.00 | ea 1 | \$ 25.00 | | |
| Package Total | | | \$ 1,000.00 | | \$ - |

| Additional Workshops & Zoning Meetings - Video Production | Rate | Units | Estimate | Revised | Actual |
|--|----------|-------|------------------|---------|-------------|
| ***1 Camera*** | | | | | |
| 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 | | |
| Post Production | | | | | |
| Editing, rendering, finalizing video for Trustee Meeting & Workshops | \$150.00 | ea 1 | \$ 150.00 | | |
| DVD copying | \$25.00 | ea 1 | \$ 25.00 | | |
| Production Total | | | \$ 550.00 | | \$ - |

| Additional Workshops & Zoning Meetings - Video Production | Rate | Units | Estimate | Revised | Actual |
|--|----------|-------|------------------|---------|-------------|
| ***2 Cameras*** | | | | | |
| 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 | | |
| Post Production | | | | | |
| Editing, rendering, finalizing video for Trustee Meeting & Workshops | \$150.00 | ea 1 | \$ 150.00 | | |
| DVD copying | \$25.00 | ea 1 | \$ 25.00 | | |
| Production Total | | | \$ 625.00 | | \$ - |

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

| Columbia Township Podcast Production | Rate | Units | Estimate | Revised | Actual |
|--|----------|-------|------------------|---------|-------------|
| Columbia Township - Great Things Coming to Podcast | | | | | |
| Hosting, editing, distribution on 15 podcast platforms | \$150.00 | ea 1 | \$ 150.00 | | |
| Podcast host | \$100.00 | ea 1 | \$ 100.00 | | |
| Production Total | | | \$ 250.00 | | \$ - |

| | | | | | |
|--|--------------------|-----------------|--------------------|---------------|-------------|
| Trustee Meeting & Workshop Video Production PACKAGE | Grand Total | Estimate | \$ 1,000.00 | Actual | \$ - |
|--|--------------------|-----------------|--------------------|---------------|-------------|

| | | | | | |
|---|--------------------|-----------------|------------------|---------------|-------------|
| Additional Workshops & Zoning Meetings Video Production 1 Camera | Grand Total | Estimate | \$ 550.00 | Actual | \$ - |
|---|--------------------|-----------------|------------------|---------------|-------------|

| | | | | | |
|--|--------------------|-----------------|------------------|---------------|-------------|
| Additional Workshops & Zoning Meetings Video Production 2 Cameras | Grand Total | Estimate | \$ 625.00 | Actual | \$ - |
|--|--------------------|-----------------|------------------|---------------|-------------|

| | | | | | |
|---|--------------------|-----------------|------------------|---------------|-------------|
| Columbia Township Podcast Production | Grand Total | Estimate | \$ 250.00 | Actual | \$ - |
|---|--------------------|-----------------|------------------|---------------|-------------|