

**PORT OF GALVESTON  
REQUEST FOR DISCUSSION AND TRUSTEES ACTION**

**BUSINESS ITEM**

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**PREPARED BY:**      Laura Camcioglu      Director of Administration      June 25, 2019

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**SUBJECT:**    Consider and approve relocating the Regular Monthly Board Meeting from City Hall to the Port of Galveston Offices and Associated Costs.

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**BACKGROUND:**    The Board of Trustees requested options and pricing for video streaming, indexing and archiving. The attached options are provided to stream live Trustee Meetings from Port Offices.

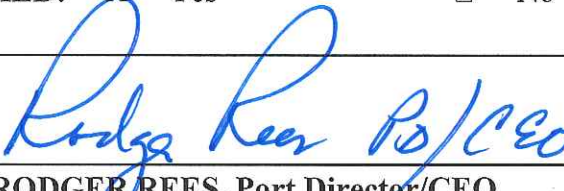
**RECOMMENDATIONS:**    The Board of Trustees of the Galveston Wharves is respectfully requested to grant authority to port staff for the purchase of product and service package not exceed \$55,000 and plan relocation of Trustee meetings accordingly.

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**ADDITIONAL INFORMATION ATTACHED:**     Yes       No

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**Respectfully Submitted By:**

  
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**RODGER REES, Port Director/CEO**

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**DATE ACTION TAKEN:** \_\_\_\_\_

**Approved:**    \_\_\_\_\_

**Motion By:**    \_\_\_\_\_

**Disapproved:**    \_\_\_\_\_

**Seconded By:**    \_\_\_\_\_

**Deferred To:**    \_\_\_\_\_

**Unanimous:**       Yes       No

**Incorporated into Minutes:**    \_\_\_\_\_

**By:**    \_\_\_\_\_

**PORT OF GALVESTON**  
**Briefing**

**CONSIDER AND APPROVE RELOCATING THE REGULAR MONTHLY BOARD MEETING FROM CITY HALL TO THE PORT OF GALVESTON OFFICES AND ASSOCIATED COSTS.**

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**Background**

The Board of Trustees requested options and pricing for video streaming, indexing and archiving. Port staff has been exploring product and service packages and solicited quotes from the vendors below.

**Current Situation**

Port Staff has not received three full quotes to compare costs and quality offered. Established pricing, goods and services outlined on detailed quote sheets are required to accurately compare each vendor's offerings with the level of quality that the Port is currently accustomed to using. At this time, receipt of the quote sheets is pending.

Vendor	Services	Equip Cost	Monthly Service Fee (discounts may apply)
Haivision	Achieving all video, streaming within government facilities, distributing video for training and compliances, IPTV and Digital Signage for multiple use cases and open meetings	Pending Quote	Pending Quote
Swagit	Remote videography, live streaming, indexing, archiving	43,000	\$995
ClerkBase	Premier features include: pre-installation consultation, live streaming of meetings, perpetual archive, meeting and non-meeting videos, unlimited bandwidth, time stamped video linked to agenda and minutes, and software updates	N/A	\$500
DaCast	Live streaming ad-free player, customer support, and multi-bitrate streaming	N/A	Pending Quote
Vidizmo	HD-quality live secure video delivery, user-friendly platform, accessible from any device, network or browser, detailed analytics for attendance, completion, and interaction, comprehensive library for all live and on-demand video content	Pending Quote	\$1,334

**Fiscal Impact**

Not to exceed \$55,000.

**Staff Recommendation**

The Board of Trustees of the Galveston Wharves is respectfully requested to grant authority to port staff for the purchase of product and service package not exceed \$55,000 and plan relocation of Trustee meetings accordingly.