

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF THE COUNTY OF SAN BERNARDINO
AND RECORD OF ACTION**

May 4, 2021

FROM

SOUA VANG, Interim Economic Development Director, Economic Development

SUBJECT

Amendment to Agreement with Group 1 Productions for Video Production Services

RECOMMENDATION(S)

Approve **Amendment No. 1 to Agreement No. 18-685** with Group 1 Productions for video production services, increasing the contract amount by \$115,000, from \$285,000 to an amount not-to-exceed \$400,000 and extend the term by one year, for the total contract period of September 11, 2018 through June 30, 2022.

(Presenter: Soua Vang, Interim Economic Development Director, 387-4460)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Create, Maintain and Grow Jobs and Economic Value in the County.

Promote the Countywide Vision.

Improve County Government Operations.

Operate in a Fiscally-Responsible and Business-Like Manner.

FINANCIAL IMPACT

Approval of this item will not result in the use of additional Discretionary General Funding (Net County Cost). Sufficient appropriation is included in the Economic Development's (EDA) 2021-22 Recommended Budget.

BACKGROUND INFORMATION

Group 1 Productions provides video production services for various San Bernardino County (County) events. These events include, but are not limited to, State of the County and various community meetings. On September 11, 2018 (Item No. 28), the Board of Supervisors (Board) approved an agreement (Agreement) with Group 1 Productions for video production services for the period of September 11, 2018 through June 30, 2021 in an amount not to exceed \$325,000, with the option to extend up to two one-year extensions of the agreement.

The proposed amendment extends the term of the Agreement by one year, for a total contract period of September 11, 2018 through June 30, 2022, and increases the contract amount by \$115,000, from \$285,000 to an amount not-to-exceed \$400,000. Given that the annual 2021 State of the County event has been postponed to the fall of 2021 due to COVID-19 restrictions, the proposed amendment would enable EDA to continue planning and video production services without disruptions while EDA prepares to conduct another competitive procurement related to the provision of video production services by end of FY21-22

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Either party may terminate the Agreement for convenience upon 10 days written notice to the other party.

PROCUREMENT

Group 1 Productions was awarded the video production services after EDA conducted a competitive Request for Qualifications process, which was completed on July 25, 2018. Section D. of the Agreement authorizes up to two one-year extensions of the term of the Agreement. Therefore, no additional procurement activities are required.

County Policy 11-04 requires Board approval when contracting for competitive and non-competitive services where the annual aggregate cost exceeds \$200,000.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Sophie A. Akins, Deputy County Counsel, 387-5455) on April 1, 2021; Purchasing (Bruce Cole, Supervising Buyer, 387-2148) on April 2, 2021; Finance (Kathleen Gonzalez, Finance Analyst, 387-5412) on April 14, 2021; and County Finance and Administration (Robert Saldana, Deputy Executive Officer, 387-5423) on April 19, 2021.

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Record of Action of the Board of Supervisors
County of San Bernardino

APPROVED (CONSENT CALENDAR)

Moved: Joe Baca, Jr. Seconded: Col. Paul Cook (Ret.)

Ayes: Col. Paul Cook (Ret.), Janice Rutherford, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY  _____
DATED: May 4, 2021



cc: EDA - Vang w/agree
Contractor - C/O EDA w/agree
File - w/agree

CCM 05/5/2021