

# **Memorandum**

**July 20th, 2009**

**To: Cable Commission**

**From: Media Services Director, William H. Brehm**

**Re: Immediate Purchase of Video Server**

In recent months WSTO has been experiencing a series of failures in the automated DVD players. These failures have been compensated for through laser lens cleaning, swapping of players, and a reduction in the amount of available players. In recent weeks the problem has been exasperated by more player failures. For this reason, I am requesting your approval of a budget amendment allowing for an increase of \$10,000 to the 2009 Media Services Equipment Budget with funds to come from the cable reserve account.

Cablecast SX 2 Video Server:

- This item is an add on to our existing automation system.
- This item is a planned budgeted expense from reserve for 2010.
- This item replaces the need for DVD players to automate programming as well as offering other enhanced playback capabilities.

Cost:

- Three quotes have been received for the purchase of this item ranging from just under \$10,000 to just under \$12,000.
- The recommended vendor is Media Control Systems whose quote is \$9,997
- This price does not include shipping.
- Technical Support for this product is provided at no additional cost by the manufacturer.

Recommendations:

A motion from the Cable Commission to recommend to the Finance Committee that they support an amendment allowing for an increase of \$10,000 to the 2009 Media Services equipment budget for the purchase of a video server with funds to come from cable reserve.