

RESOLUTION

WHEREAS, the Township Council for the Township of West Orange desires to videotape its regularly scheduled and any special Township Council meetings for viewing by the public on the Township's public access cable station, TV36; and

WHEREAS, the services of a videographer are needed to properly record the Council meetings and prepare them for televising; and

WHEREAS, C.J.V.P. LLC, located at 471 Sampton Avenue, South Plainfield, NJ 07080 has personnel with the experience and training as videographers to perform the required services; and

WHEREAS, C.J.V.P. LLC, has agreed to provide video graphic services for all regularly scheduled Township Council meetings at a cost of \$400; and

WHEREAS, C.J.V.P. LLC has agreed to provide video graphic services for any additional special meeting of the Township Council at the cost of \$150 for the first hour and \$75 for each additional hour; and

WHEREAS, there are approximately twenty (20) regularly scheduled Council meetings during the calendar year of 2011; and

WHEREAS, C.J.V.P. LLC, has agreed that each shoot will include one professional camera with up to four (4) hours of coverage; and

WHEREAS, C.J.V.P. Inc., has agreed that all council meetings for the year will be digitally archived and be made available to the public at the cost of \$20.00 per DVD; and

WHEREAS, C.J.V.P. LLC, also has agreed that it will be available to do a two camera shoot at no additional charge if the Township determines that same is required because of the holding of a larger than normal meeting; and

WHEREAS, C.J.V.P. LLC, understands and agrees that videotaping will ordinarily occur in the Township Council chambers, but may from time to time be done at other locations as identified by the Council President; and

WHEREAS, the Council President has the right to cancel any taping session at no charge to the Township up until 3:00 p.m. on the day of the Township Council meetings. Meeting dates may be changed and additional meetings added at the sole discretion of the Council President; and

WHEREAS, C.J.V.P. LLC, shall arrive and set up at the meeting location at least thirty (30) minutes before each meeting is scheduled to begin and shall be prepared to commence taping at the beginning of each meeting; and

WHEREAS, C.J.V.P. LLC, agrees to (i) provide the original digital tape of each meeting to the Public Information Officer no later than seven (7) days after the meeting; (ii) deliver a SVHS tape of each meeting to Mr. Marty Kale at the Media Center with a Program Time Request Form provided by the Public Information Officer, by 2:30 p.m. on the Wednesday following the Council meeting, and further (iii) deliver a VHS tape of each meeting to the Municipal Clerk's Office at the same date and time; and

WHEREAS, C.J.V.P. LLC agrees to follow the same procedures for videotaping special meetings of the Township Council, except, except that delivery of the SVHS tape shall be made to the Media Center at the High school before 2:20 pm on the second open school day after taping; and

WHEREAS, the Township Council and C.J.V.P. LLC shall each have the right to terminate this contract upon thirty (30) days written notice to C.J.V.P. LLC at 471 Sampton Avenue, South Plainfield, New Jersey 07080 and the Township c/o Municipal Clerk, 66 main Street, West Orange, New Jersey 07052; and

WHEREAS, C.J.V.P. LLC agrees to provide an emergency phone number to the Municipal Clerk for use in the event of emergencies or other inquiries/issues which may arise, agrees to promptly notify the Council President and Municipal Clerk in the event any technical or other issues arises, and agrees and understands that the videotape of each meeting must be of sufficient quality to be seen and heard on the cable access channel, free of static and interference, and in a quality similar to normal television shows; and

WHEREAS, C.J.V.P. LLC agrees that in the event a representative is not available for any given Council meeting or the company's equipment is not functional, C.J.V.P. LLC agrees to and will obtain the services of a replacement videographer at no additional charge to the Township; and

WHEREAS, the total expenditure for this Agreement is below the threshold of the Local Public Contracts Law and the New Jersey Pay to Play Law;

NOW, BE IT HEREBY RESOLVED by the Township Council of the Township of West Orange that the Township be and hereby is authorized to engage C.J.V.P. LLC as videographer for West Orange Township Council meetings for the period between January 1, 2011 and December 31, 2011 at the cost of \$400 per regular Township Council meeting and \$150 for the first hour of any Special Township Council meeting and \$75 for each additional hour during a Special Township Council meeting.

I HEREBY AGREE TO THE TERMS AND CONDITIONS SET FORTH IN THE ABOVE RESOLUTION. I UNDERSTAND THE TERMS AND AGREE TO BE BOUND BY THEM.

Karen J. Carnevale
Municipal Clerk

Sal M. Anderton
Council President

Adopted: December 14, 2010