

STAFF REPORT

SUBJECT: Amendment #1 to Contract (C-20-018)
with Godfather Films for Video Production
Services

RECOMMENDED ACTION: Authorize the Executive Director to
Negotiate and Sign Amendment #1 with
Godfather Films Adding \$9,500 with a New
Not to Exceed Amount of \$29,720

DISCUSSION:

SUMMARY:



In October 2019, the SJCOG Board approved a contract with Godfather Films (Contract # C-20-018) to produce three videos and each video is approximately 3 – 5 minutes in length. The videos would showcase (1) SJCOG, (2) Habitat Plan, and (3) South County Corridor Transportation Planning. Godfather Films began video production services which entail script development, video filming (interviews, location scouting and filming), and professional narration. In the course of filming, SJCOG determined that additional interviews, filming, and post-production work was needed for the videos to have the maximum effect of disseminating information to the general public. In order to give the Executive Director flexibility to negotiate the parameters of the work, SJCOG staff is recommending a not-to-exceed funding amount for the scope of services.

RECOMMENDATION:

Authorize the Executive Director to negotiate and sign amendment #1 with Godfather Films (with a not-to exceed funding amount of \$9,500 for Amendment #1). This final negotiated amount (of amendment #1) will be added to the existing contract total of \$20,220. Therefore, if the maximum limit was reached, the new (not-to-exceed) contract total will be \$29,720.

FISCAL IMPACT:

None. The Board adopted Overall Work Program has identified revenue sources for various community outreach and communication needs. The video production services are within the budgeted amounts. The funds for these services will be drawn from Community Involvement Program (Work Element #1001.03), Habitat Implementation (Work Element #801.09), and Implementing Measure K Responsibilities (Work Element #901.01).

NEXT STEPS:

The videos are targeted for completion by the end of March. The date may change, depending on the ability to schedule interviews and any weather conditions that affect film lighting and quality.

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