

BIRMINGHAM AREA CABLE BOARD MEETING

Wednesday, November 15, 2017 at 7:45 am

***Village of Beverly Hills

Council Chambers***

18500 West 13 Mile Road

1. Roll Call
2. Approve Meeting Minutes For Cable Board Meeting of October 18, 2017-M
3. Public Comments
4. Treasurer's Report- Request to Approve Updated Investment Policy- M
5. Request to Ratify Emergency Purchase of Modulator & Cost to Place Ad in 2nd Publication-M
6. Request to Purchase Equipment to Upgrade BACB Production Truck-M
7. Committee Reports
 - a. Cable Action Committee- Request to Authorize Budget Amendment- M
 - b. PEG Committee- Request to Authorize Costs to Film 8 Sports Events- M
8. Executive Director's Report
9. Provider Related Topics
 - a. Comcast
 - b. AT&T
 - c. WOW
10. BAPA/BAMA Report
11. Old Business
12. New Business
13. Public Comments
14. Board Comments
15. Adjourn

PEG Committee meeting immediately following BACB meeting

BIRMINGHAM AREA CABLE BOARD MEETING MINUTES – October 18, 2017

Present: Abraham (alternate), Bozell, Eick, Fenberg, Heldt, McAlear, McLain –
Birmingham
Bayer, Borgon, Gugni, Maly, Delaney (alternate) – Village of Beverly Hills
Stakhiv - Franklin

Absent: Weller – Birmingham
Ettenson – Village of Bingham Farms

Also Present: Currier – Attorney for Cable Board
Black – Bloomfield Community Television
Marshall – Assistant Manager/Clerk – Village of Beverly Hills
Brunk – IT Manager, City of Birmingham (arrived towards the end of the
meeting)

McLain called the meeting to order at 7:47 AM in the Village of Beverly Hills Municipal Building at 18500 W. Thirteen Mile Road.

APPROVE AMMENDMENT TO THE AGENDA

Motion by Heldt, seconded by Maly to amend the agenda to add two (2) items: **5 A. PEG GRANT REQUEST – BIRMINGHAM CITY HALL CONTROL ROOM** and **5 B. EQUIPMENT PURCHASE REQUEST - BIRMINGHAM AREA CABLE BOARD PRODUCTION TRUCK.**

Motion Passed.

APPROVE MINUTES OF CABLE BOARD MEETING HELD September 20, 2017

Motion by Gugni, seconded by Stakhiv to approve the minutes of the Regular Cable Board Meeting on September 20, 2017, as presented.

Motion Passed.

PUBLIC COMMENTS

None

MUNICIPAL SUPPORT SERVICES GRANT REQUEST - THE VILLAGE OF BEVERLY HILLS

Ellen Marshall, Beverly Hills Assistant Manager/Clerk, presented the first of two (2) requests. The first, as referenced in her September 22, 2017 Memo, is the Village's annual request for internet services at the Village Office.

McLain noted this was part of the Municipal Support Services line item in the budget and the amount is \$1,125.00.

Motion by Borgon, seconded by Stakhiv to approve a Municipal Support Services Grant for Internet Services for the Beverly Hills Village for an amount not to exceed \$ 1,125.00 for FY 2017/2018.

Roll Call Vote:

Motion Passed (11-0).

PEG GRANT REQUEST – VILLAGE OF BEVERLY HILLS

The second request, as referenced in Marshall's second September 22, 2017 Memo, is for the redesigning and rebuilding of the Village of Beverly Hills website. A majority of the residents use a mobile device to access the current site but it is not user friendly. They obtained proposals from three (3) companies, met with Revize and at its July 18, 2017 meeting the Village Council awarded the contract to Revize for the cost of \$9,800.00 with annual tech support being \$1,850.00

Motion by Borgon, seconded by Heldt to approve the PEG grant request from the Village of Beverly Hills in the amount not to exceed \$9,800.00 for a complete redesign of its website, including \$1,800.00 for tech support. It was noted that three (3) bids were received with the one from Revize being the lowest.

Marshall noted that the website was last upgraded in 2013 with a grant of \$2,000.00 from the Cable Board, but did not include navigation from a mobile device.

McLain complimented Marshall for her memo which included a summarization of past grant requests (July 1, 2016/2017) to the Cable Board and how the Village spent said monies. Bayer was supportive of the Village focusing in on the mobile device usage. Borgon also thanked Marshall for recapping what grants had been awarded in the past and how they had been used. He would like to see all four communities follow suit. Bayer noted that Revize was the same company which bid and won the contract for Franklin.

Roll Call Vote:
Motion Passed (11-0).

PEG GRANT REQUEST - CONTROL ROOM, CITY OF BIRMINGHAM

Greg Black, Senior Production Specialist and Equipment Coordinator, BCTV, referred to his Memo dated October 11, 2017 detailing the proposed upgrades to the Birmingham City Hall Control Room with the Tricaster system, which he explained, and the PTZ cameras. These audio and video upgrades would closely resemble those of the 2014 improvements to the production set-up at the Village Offices of Beverly Hills. With these similar upgrades, uniform training could be given to all production staff and crew members and thus make it easy to direct a program by using identical equipment but in different locations. He listed all the advantages of the proposed Tricaster system. The only difference would be the individual monitors which the IT Department at Birmingham has requested at each Council/Commission member's seat. These would mirror whatever PowerPoint presentation was being shown to the audience in the room or to those at home. Two quotes for the video production were received, one being from Advanced Lighting and Sound which also worked on the Beverly Hills Council Chambers. The IT Department also provided a quote from CDW for the laptops. He is requesting a grant in the amount of \$65,000.00 to complete the update.

Motion by Heldt, seconded by Fenberg to approve the PEG grant request from the City of

BIRMINGHAM AREA CABLE BOARD MEETING MINUTES – October 18, 2017

Birmingham (as presented by BCTV) in the amount not to exceed \$65,000.00 for the upgrade to the Control Room, Birmingham City Hall.

McLain inquired as to the origin of this request. To Black's knowledge, Steve Rota had been in contact with Joe Valentine, City Manager of Birmingham, since last spring discussing possible renovations. The IT Department has also been involved and the bid process went throughout the summer. He acknowledged the audio issues experienced by McLain and others and said they would be resolved with the new equipment.

Borgon commented that it was unusual that such a request would be coming from BCTV instead of the City of Birmingham. Black confirmed that the current Birmingham system is over 12 years old, with older and different equipment than at Beverly Hills or in the studio at BCTV. The main incentive, in addition to upgrading the overall quality of the production, is having something streamlined so that without any further training any crew member could go into any control room and immediately produce a show. Borgon was concerned with the phrase "quality of production" and was bothered that the request was to replace equipment that was still functioning. The remodeling in the Beverly Hills City Hall was necessitated because of the bad equipment and the timing of the remodeling opportunities. These are two (2) different scenarios. He is aware that there is money in the budget but it bothers him that the request is for equipment that is still functioning.

McLain followed up by inquiring if there was equipment about which the staff was concerned, i.e. failing. Black answered that this was always a possibility. Stakhiv mentioned that she wished a representative from Birmingham was at this meeting to give a presentation but she was supportive of the request. Replying to Fenberg's question about the audio quality problem, Black gave several possible reasons.

Roll Call Vote:

Eick	- yes
Heldt	- yes
McAlear	- yes
McLain	- yes
Fenberg	- yes
Bozell	- yes
Bayer	- yes
Borgon	- no
Gugni	- yes
Maly	- yes
Stakhiv	- yes

Motion Passed (10-1).

REQUEST TO PURCHASE BACB TRUCK EQUIPMENT

Greg Black provided a Memo to the Cable Board, dated October 11, 2017, in which he outlined

BIRMINGHAM AREA CABLE BOARD MEETING MINUTES – October 18, 2017

the request to replace and update several pieces of equipment in the Control Room inside the production truck which were outdated and unused. The request would incorporate the Tricaster Brand which incorporates several pieces of equipment into one user friendly computer processor. With the Tricaster installed at the Village of Beverly Hills, in the BCTV studio control room and the City of Birmingham, it is BCTV's hope to streamline the process of producing and directing a program, i.e., any crew member will be able produce and/or direct a program using the same piece of equipment. Three quotes were received, Bluewater having the median quote. However, they were waiting for a finalized quote from Bluewater. BCTV is requesting approval to move forward with their quote not to exceed \$87,000.00. If the finalized quote exceeds this amount BCTV will return to the Board requesting more funds or approval for another vendor's quote before proceeding with the project.

Motion by Fenberg, seconded by McAlear to approve the request from BCTV in the amount not to exceed \$87,000.00 to purchase equipment from Bluewater to upgrade the Birmingham Area Cable Board Production Truck.

For the benefit of the Board and the residents, Borgon provided some personal background details of the purchase of the current truck in 2008, including the possible funding for a new truck in the future. He clarified that the size of the current truck was adequate and would not be replaced; only the equipment would be updated. He was very supportive of this endeavor and would consider enhancing the production capabilities by investigating the possibility of adding the drone use for the athletic events or parades. He reminded the Board of the drone incident of the past but was confident that technology had progressed since then.

Bayer was also in support of the request. Her only concern was that there wasn't a final quote. Black gave a brief background of the bidding process with Bluewater and stated that due to the timing of the Board meeting the company had not gotten back to him with a new estimate but he had been assured that the numbers would be similar. Fenberg clarified that the labor costs would be a set number which Black confirmed and stated that it was one of the reasons for the delay of the final quote. Once that fluctuating number was solidified, the final consideration would be brought before the Board for approval.

McLain inquired if there had been any discussions with Bluewater about a warranty package on equipment or on work. Black affirmed that the equipment manufacturers had warranties which were part of the purchase prices. Answering Stakhiv's question about the final choice of Bluewater over Advanced Lighting and Sound which was the lowest quote, Black stated that BCTV does a lot of work with Advanced Lighting and Sound, including the City Hall and Control Room, but BCTV wanted to expand to other vendor options. He said that they were impressed with many aspects of Bluewater: the drawings and layout they provided were impressive, the specific questions they had about the setup BCTV had requested, plus the number of references they provided. Bluewater has given them impeccable service leading up to this point, which included coming out to go over the drawings they had done to make sure everything was in place. Stakhiv voiced her concern that even though Advanced Lighting was very busy at this time, BCTV has worked with them before and the \$15,000 difference between that company and Bluewater was quite large. Borgon agreed, plus the fact that a final quote had

BIRMINGHAM AREA CABLE BOARD MEETING MINUTES – October 18, 2017

not been received from Bluewater and the timing of the job should not be a factor. He suggested that a final vote be postponed until further information was obtained. Black confirmed for McAlear that the differences between the three quotes were probably the costs for the labor and the services. The hardware as quoted would remain the same. Delaney inquired if this would prolong the life of this vehicle and its production capacity, i.e. bring it up-to-date. Referring to the competitive bid process, he had not heard sufficient reasons to award this bid to Bluewater and he felt the Board should be vigilant.

Motion by Heldt, seconded by McAlear to amend the previous motion to approve the request from BCTV to purchase equipment from Bluewater in the amount not to exceed \$80,000.00 to upgrade the Birmingham Area Cable Board Production Truck.

Borgon did not think the Board was ready to vote on this item as Bluewater needs to provide a final quote and Advanced Lighting and Sound needed to be contacted about its timing for such a project.

Motion by Borgon, seconded by Fenberg to table the consideration to approve the request from BCTV to purchase equipment from Bluewater in the amount not to exceed \$80,000 to upgrade the Birmingham Area Cable Board Production Truck.

Roll Call Vote:

Eick	- no
Heldt	- no
McAlear	- no
McLain	- no
Fenberg	- yes
Bozell	- no
Bayer	- yes
Borgon	- yes
Gugni	- yes
Maly	- yes
Stakhiv	- yes

Motion Passed (6-5).

The request from BCTV to purchase equipment from Bluewater to upgrade the Birmingham Area Cable Board Production Truck was tabled until next month.

Bayer, being in the technology business, expressed her support of having more than one supplier and emphasized that the Board was in support of upgrading the truck but more details were needed to establish why there is a variance in the quotes.

Taking into consideration that the truck was 10 years old and had had some issues in the past, Maly inquired if there were any mechanical problems with the vehicle. Black indicated that there were none to his knowledge.

COMMITTEE REPORTS**Cable Action Committee**

Eick, Chairman, noted there had been a meeting last week. Issues discussed centered around the updating of the BACB website: general observations of the current website in comparison to other local websites, fact finding of who and what was available and what was needed to do the update, the next step of generating an RFP, meeting with Muniweb which is the current website company and getting suggestions from them. Two Muniweb representatives met with the committee and answered questions. The next meeting will be Thursday, November 2, 2017 at 5:30 PM in the Baldwin Public Library in Birmingham on the second (2nd) floor.

PEG Committee

McAlear advised the Board there would be a brief meeting following this one to further discuss the truck and what to bring back for next month. McLain added that a representative from the Library would also be present to comment on a Library PEG grant.

EXECUTIVE DIRECTOR'S REPORT

In White's absence McLain gave an overview of White's monthly report which was dated October 11, 2017. This month there were three (3) complaints since the date of her last report.

The first was submitted by a Birmingham resident who wanted to lower her cable rate with Comcast. She had negotiated with a representative to reduce her rate but later found she wasn't receiving the same channels. She believed that she had been a victim of a "bait and switch" scheme. The escalation team representative contacted and apologized to the resident and the resident has been placed into a 24-month promotion for Double Play for \$84.99/month. This complaint is closed. The second complaint was from a Franklin resident who had received an unsolicited call from Comcast offering to bundle his services. He was assured he could keep his longtime landline number but was subsequently informed by family and friends that his landline had been disconnected. After a long period of time it was re-activated and restored back to him. This complaint is closed. The third complaint was from another Franklin resident who had switched from Comcast to another provider. Comcast had told him that the computer would figure out the credits owed him but subsequently he received a bill for over \$475.00. Comcast agreed to a prorated credit and refund which he should receive within several weeks. This complaint is now closed.

The account balances for the MBS, BBCU and Beverly Hills accounts were provided to the Board, in addition to the monthly Revenue and Expense Budget Reports, as of September 30, 2017.

Since the last meeting White has written three (3) checks on behalf of the BACB, including one to the Village of Franklin (Municipal Support Services Grant), to the Village of Beverly Hills (Municipal Support Services Grant) and to the Village of Franklin (PEG Grant for website design).

Additional Notes

There were a couple of articles in Marketing Daily about consumers becoming more satisfied and comfortable with streaming services. McLain added the news about Netflix partnering with a mobile provider. There is also a report that the FCC will send 77 million dollars to Puerto Rico for the island's communications networks and assistance after the hurricanes.

McLain commented that she had been involved with the complaint from the first Franklin resident. Speaking directly to the public, she stated that no matter which provider they have, if a resident receives a call or he/she calls about changing his/her service, bundling the service or transferring the service, you need to ask for the ID and contact information of the person with whom you are speaking. Write down all pertinent information, including notes about the conversation. At the end of the call confirm any changes you have agreed to and request an email confirming those changes. She continued by noting that because the providers have customers all over the world, there might be times when residents are unable to get a customer service person who is within the contiguous United States answering their questions. However, they all try to have the same resources available. It is the consumer's responsibility to know what you're agreeing to even though most, but not all, calls are recorded. If there is a problem, don't wait the 30 days until the next bill arrives to make contact with the provider. Call immediately.

PROVIDER RELATED TOPICS**a. Comcast**

There was no representative present. Mazurek had another meeting so he could not attend.

b. AT&T/Uverse/Direct TV

There was no representative present. Robert Jones did not attend.

c. WOW

There was no representative present. Ken Parson did not attend.

Stakhiv had some comments about Comcast concerning the two (2) complaints from Franklin residents. She found the first incident regarding the loss of the landline, which the resident had had for over 40 years, intolerable and unacceptable. The company was not apologetic or willing to immediately fix the problem but rather blamed the resident instead of accepting responsibility for what had happened. This took days to resolve and hours of texting and sending emails to correct. The resident is a senior citizen and depends on that landline. She supported McLain's advice to residents and added that before a resident makes a commitment, he/she should call Comcast directly to verify the same offer. The second complaint from a Franklin resident involved the switching from Comcast to AT&T internet due to poor service. When asked for a refund the resident was informed that the computer had to figure out the amount and he would have to wait for the next billing. In the next month's bill there was a charge for over \$475.00. Stakhiv opined that the computer didn't do a very good job. Bottom line, it had been a very frustrating month in terms of Comcast's responses.

McLain re-iterated that, as usual, BACB will invite all the providers to the next meeting to have follow-up conversations, as has been customary each month. Other than the glitch in these recent

BIRMINGHAM AREA CABLE BOARD MEETING MINUTES – October 18, 2017

complaints BACB has received outstanding escalation of complaints; within a few hours or a day 99% of the complaints from residents and municipalities are resolved. She noted that the lack of a landline phone or cell phone connectivity are health and safety issues.

BAPA/BAMA REPORT

Greg Black referred to his memo to BACB dated October 11, 2017. He listed the completed **BAMA** Programs which were the six (6) regularly scheduled municipal meetings, the Board of Zoning and Appeals meeting, the BACB Meeting, the Parks and Rec Board meeting, the Baldwin Public Library Board and Trust Meetings and the Advisory meeting.

For the **BAPA** Programs, from the BACB area individual producers and organizations, twenty-eight (28) programs were taped. He listed all the programs.

Regarding the **VOLUNTEER PRODUCER and CAMERA WORKSHOPS**, those residents who are interested in doing a workshop, producing their own show and/or volunteering on a program can contact BCTV at 248-433-7790 to schedule a one-on-one appointment date and time. Black also listed his email GBlack@BloomfieldTwp.org. He invited all Board members to visit the new Control Room which is now fully HD.

Black added that the BCTV staff won several awards and handed out a photo of several winners, including Steve Rota and himself.

Bozell inquired as to how the sports events were selected. Black explained that any event between Seaholm and Groves is covered, as are the Unified team games (hockey and lacrosse). Heldt further clarified that the Athletic Department requests which events should be produced. Borgon congratulated all the winners for their awards. He also mentioned watching McLain's program. There was a discussion centered around the workings of the Programming Committee. McLain thanked BCTV for recording the very informative and inspiring program about aging, "Next Boomer Summit", which will be made into a shortened program and given to the Executive Director of NEXT to be uploaded on YouTube.

OLD BUSINESS

Borgon apologized to the Board for leaving last month's meeting early before the discussion about the NATOA meeting. He requested that for the January, February, or March meeting an intensive discussion on NATOA be placed on the agenda. The information gathered at those meetings is extensive and eye-opening and BACB should consider sending a representative or two to the next one. McLain explained that for several years she refused to attend because the organization had changed and was struggling and she did not want to fund an organization that was not focused on what local control they should be representing. She didn't want it to be all about "internet". Now that there is a better understanding she not only participates with Michigan NATOA but also is on its Board. She is also stated there are interim meetings.

NEW BUSINESS

Bayer updated the Board on the new security flaw in the WiFi code. All WiFi routers used in the home and business will be or have already been infected. It's a "copy bug". She suggested that as

BIRMINGHAM AREA CABLE BOARD MEETING MINUTES – October 18, 2017

a community provider of information the Board should speak with all the providers and see what their plan is for putting patches in place in all our homes and businesses. She gave some suggestions to limit personal and business vulnerability: anything that is encrypted will remain encrypted, use “https” sites instead of “http” sites, cable is always secure as opposed to WiFi, and there are patches available for Windows and Apple but as of yet there are no patches for the phone. She emphasized that the Providers need to be asked how they intend to patch this security flaw. McLain stated that she would be contacting them as soon as the meeting is over.

McLain strongly advised the public to be very careful. Bayer mentioned that this occurred in the last few days and noted that the public can access more information on Google under “KRACK”.

PUBLIC COMMENTS

Eric Brunk, IT Manager for the City of Birmingham, was available for any questions about the technology the Board might have in regards to the grant for the Control Room. His email address is: EBrunk@Bhamgov.org.

BOARD COMMENTS

None

There being no further business, the meeting was adjourned at 9:00 AM.

BIRMINGHAM AREA CABLE BOARD INVESTMENT POLICY

To Comply With Act PA 20 1943, as amended

(Policy amended and restated November 15, 2017)

Formatted: Font: 10 pt, Not Bold

Formatted: Font: Not Bold

Formatted: Font: 10 pt, Not Bold

PURPOSE – It is the policy of the Birmingham Area Cable Board (the “BACB”) to invest its funds in a manner which will provide the highest return with the maximum security while meeting the daily cash flow needs of the BACB and comply with all state statutes governing the investment of public funds.

SCOPE – This investment policy applies to all financial assets held by the BACB. These assets are accounted for in the various funds of the BACB and any new fund established by the BACB.

OBJECTIVES – The primary objectives, in priority order, of the BACB’s investment activities will be:

SAFETY – Safety of principal is the foremost objective of the BACB’s investment program. Investments will be undertaken in a manner that seeks to insure the preservation of capital in the overall portfolio. The objective will be to mitigate credit risk and interest rate risk.

CREDIT RISK-

The Birmingham Area Cable Board will minimize credit risk, the risk of loss due to the failure of the security issuer or backer, by:

- Limiting investments to those authorized by laws governing surplus funds in the State of Michigan;
- Investing only in securities issued by federally insured institutions;
- Assuring that investments in any one issuer shall not exceed the maximum available federal insurance coverage.
- ~~Diversifying the portfolio so that potential losses on individual securities will be minimized.~~

Formatted: Indent: Left: 0.75"

INTEREST RATE RISK-

The Birmingham Area Cable Board will minimize the risk that the market value of the securities in the portfolio will fall due to changes in the general interest rates, by:

- Structuring the maturities of the portfolio to meet cash requirements of ongoing operations, thereby avoiding the need to liquidate securities prior to maturity.
- Investing operating funds primarily in short-term securities and /or investment pools.
- Purchasing securities with the intent to hold to maturity.

CUSTODIAL CREDIT RISK-

The Birmingham Area Cable Board will minimize custodial credit risk by:

- * Using only financial institutions and brokers meeting pre-established criteria.
- * Holding all securities in the name of the Birmingham Area Cable Board.

BIRMINGHAM AREA CABLE BOARD INVESTMENT POLICY

Page 2

FOREIGN CURRENCY RISK-

The Birmingham Area Cable Board will minimize foreign currency risk by investing no more than five percent of its total portfolio in any foreign security, if such investments should become allowable by the State of Michigan.

DIVERSIFICATION – The investments will be diversified by security type and institution in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.

LIQUIDITY – The investment portfolio will remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated.

RETURN ON INVESTMENT – The investment portfolio will be designed with the objective of obtaining a rate of return throughout the budgetary and economic cycles, taking into account the investment constraints and cash flow characteristics of the portfolio.

DELEGATION OF AUTHORITY – Daily management responsibility for the investment program is hereby delegated to the Treasurer who will establish, after consultation with the Chairperson, procedures and internal controls for the operation of the investment program consistent with this investment policy. No person may engage in an investment transaction except as provided under the terms of this policy and procedures established by the Treasurer. The Treasurer will be responsible for all transactions undertaken, and will establish a system of controls to regulate the activities of subordinate officials. Consistent with the By-laws of the BACB, the Treasurer may delegate his or her duties under this investment policy to any Executive Director of the BACB or any other person or persons constituting an administrative staff; provided that any action taken pursuant to any such delegation shall be subject to the approval of the Treasurer.

AUTHORIZED FINANCIAL DEALERS AND INSTITUTIONS – No public deposit will be made except in a qualified public depository as established by State law.

Any financial institution and broker/dealers who desire to become qualified bidders for investment transactions must supply the Treasurer with the following: audited financial statements for the most recent fiscal year; quarterly financial statements; signed acknowledgment of receipt of investment policy and agreement to comply; proof of National Association of Security Dealers' certification; and proof of State registration, where applicable. Consistent with the By-laws of the BACB, the Board must approve any such financial institution and/or broker/dealer with whom BACB funds are to be deposited.

Information indicating a loss or prospective loss of capital on existing investments must be shared with the BACB immediately upon notification.

BIRMINGHAM AREA CABLE BOARD INVESTMENT POLICY

Page 3

AUTHORIZED INVESTMENTS – The BACB Treasurer is limited to investments authorized by Act 20 of 1943, as amended, and may invest in the following:

- A) Bonds, securities, and other obligations of the United States or an agency or instrumentality of the United States;
- B) Certificates of deposit, savings accounts, deposit accounts, or depository of a financial institution which is a member of the Federal Deposit Insurance Corporation (FDIC);
- C) Commercial paper rated at the time of purchase within the 2 highest classifications established by not less than 2 standard rating services and matures not more than 270 days after the date of purchase.
- D) Repurchase agreements consisting of instruments listed in (A);
- E) Bankers' acceptances of United States banks;
- F) Obligations of this state or any of its political subdivisions that at the time of purchase are rated investment grade by not less than 2 standard rating service;
- G) Mutual funds registered under the investment company act of 1940, title I of chapter 686, 54 Stat. 789, 15 U.S.C. 80a-1 to 80a-3 and 80a-4 to 80a-64, with the authority to purchase only investment vehicles that are legal for direct investment by the BACB. This authorization is limited to securities whose intention is to maintain a net asset value of \$1.00 per share;
- H) Obligations described in subdivisions A through E if purchased through an interlocal agreement under the Urban cooperation act of 1967, 1967 (Ex Sess) PA 7, MCL 124.501 to 124.512;
- I) Investment pools organized under the surplus funds investment pool act, 1982 PA 367, MCL 129.111 to 129.118;
- J) The investment pools organized under the local government investment pool act, 1985 PA 121, MCL 129.141 to 129.150.

INVESTMENT PERFORMANCE AND REPORTING – The Treasurer will create a quarterly investment report that provides the principal and type of investment by fund, annualized yield,

BIRMINGHAM AREA CABLE BOARD INVESTMENT POLICY

Page 4

market price and a summary of cash and investment maintained in each institution. Information will be submitted on a quarterly basis to the BACB.

Material deviations from projected investments will be reported immediately to the BACB no later than the next scheduled meeting.

SAFEKEEPING AND CUSTODY – All security transactions, including collateral for repurchase agreements and financial institution deposits, entered into by the Treasurer may be on a cash basis or a delivery vs payment basis as determined by the Treasurer. Securities may be held by a third-party custodian designated by the Treasurer as evidenced by safekeeping receipts as determined by the Treasurer.

PRUDENCE – Investments will be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

INTERNAL CONTROLS – The Treasurer will establish a system of internal controls, which is designated to prevent losses of public funds arising from fraud, employee error, misrepresentation by third parties, or imprudent actions by employees and officers of the BACB. Required elements of the system of internal controls will include:

- a) The timely reconciliation of all bank accounts,
- b) Trust receipt documentation for all transactions.

**BIRMINGHAM AREA CABLE BOARD
ACKNOWLEDGMENT OF RECEIPT OF INVESTMENT POLICY
AND AGREEMENT TO COMPLY**

I have read and fully understand Act PA 20 1943, as amended, and the Investment Policy of the Birmingham Area Cable Board.

The (INSTITUTION NAME) agrees to comply with the requirements of Act PA 20 1943, as amended, and the Investment Policy of the Birmingham Area Cable Board. Any existing investment not conforming with the statute or the policy will be disclosed promptly.

By: _____

Title: _____

Date: _____

**Advanced Lighting & Sound**

Phone: 248-817-2092
Fax: 248-817-2093
1026 Maplelawn Drive
Troy, MI 48084

Invoice

Number: **12522**

Date: **11/7/2017**

Source: **SO No. 11442**

Bill-To

Attn: Steve Rota
Bloomfield Community Televsion
4200 Telegraph
Bloomfield Hills, MI 48303 USA

Ship-To

Attn: Steve Rota
Bloomfield Community Televsion
4200 Telegraph
Bloomfield Hills, MI 48303 USA
Phone: (248) 433-7790

<u>Acct. No.</u>	<u>A/R Cust. No.</u>	<u>Customer PO</u>	<u>Reference</u>	<u>Sales Rep</u>	<u>Ship Via</u>	<u>Terms</u>
4034	Bloomfield Community TV		S. Rota	Shawn Watts	Ground	Net 15

Qty.	Manuf	Item ID	Description	Ea. Price	Total
1		DV-6312-RSR REFURB	Video Receiver	\$360.00	\$360.00 ^T
				Item Total:	\$360.00
				Freight	\$ 12.00
				Total Amount Due:	\$372.00

Venture Michigan

BUSINESS INFORMATION				
ACCOUNT NUMBER n/a		SALES REPRESENTATIVE Dave Eick		DATE 10/17/2017
ADVERTISER/AGENCY NAME Birmingham Area Cable Board				
ADDRESS P.O. Box 165		SUITE / FLOOR	CITY Birmingham	STATE MI ZIP 48012
PHONE 248-336-9445	PHONE 2		FAX	
CONTACT NAME *			E-MAIL *	

AD INFORMATION	
<input type="checkbox"/> CUSTOMER-PROVIDED PDF (PRODUCTION-READY FILE: ADHERES TO VENTURE MICHIGAN TECHNICAL SPECIFICATIONS AND REQUIRES NO ALTERATIONS)	
PRICING / SPECIAL INSTRUCTIONS One-time insertion into the Holiday 2017 issue.	
1/3 page plus banner ad, links to birminghamareacableboard.org.	
Materials supplied by client, adjusted to fit size.	
Total cost = \$1,000	

TERMS AND CONDITIONS
<ol style="list-style-type: none"> I agree to all terms and conditions listed on this agreement and the products published rate card. Failure to comply with this agreement will result in the advertiser being billed at the 1-time or earned rate. Publisher reserves the right to revise advertising rates upon 30 days notice. If approved for credit, all invoices are due 30 days after billing and a charge of one and one half percent (1.5%) interest per month may be charged on balances unpaid after 30 days. Advertising covered in this agreement shall be at the rates set forth in the applicable published rate card. In the event of an error, publisher's responsibility is limited to the cancellation of the charge for the portion of the ad in error and shall be held harmless for consequential claims. Space used under this agreement may not be used in the interest of any other advertiser. Advertiser assumes cost of advertising cancelled after deadline. Agreements contrary to published rates and/or policies as outlined herein are not binding. Forwarding of an insertion order is considered acceptance of current rates and conditions. Publisher reserves the right to reject, revise or cancel any advertising copy submitted. All net-rates are non-commissionable.

PRINT		
# OF INSERTIONS	INSERTION COST	TOTAL \$
1	\$1,000	\$1,000

DIGITAL		
# OF INSERTIONS	INSERTION COST	TOTAL \$

ONLINE	
DURATION	90 days
START DATE	11/1/2017
END DATE	2/1/2018
BANNER SIZE	300x250
PRICE	included

SIGNATURE	
SIGNATURE OF AUTHORIZED REPRESENTATIVE *	DATE *
CUSTOMER NAME (PRINTED) *	TITLE (PRINTED) *
ADVERTISING DIRECTOR Dave Eick	DATE 10/17/2017



Greg Kowalski, General Manager

Bloomfield Township

Leo C. Savoie, Supervisor • Janet Roncelli, Clerk • Brian E. Kepes, Treasurer
David Buckley, Trustee • Neal J. Barnett, Trustee • Michael Schostak, Trustee • Dani Walsh, Trustee

November 9, 2017

The Birmingham Area Cable Board
Attn: Elaine McLain and Catherine White
PO Box 165
Birmingham, MI 48012

via electronic mail

Re: Birmingham Area Cable Board Production Truck

Birmingham Area Cable Board:

In light of the Board's tabling acceptance of a bid for the production truck update, we present this letter ahead of the scheduled November 15, 2017 meeting.

As you know, we submitted the bids of three vendors for this project, Advanced Lighting and Sound, Bluewater and AVI Systems. I notified all three vendors that the board had tabled a vote until November and identified concerns the board had in relation to their bid. Advanced Lighting and Sound and Bluewater each submitted updated information. AVI Systems chose not to update their bid, and I have excluded any of their reference materials from this letter. The AVI Systems quote can be found in my October 11, 2017 correspondence.

Attached please find:

- **Attachment A**
Bluewater Version 1 Drawings (original document)
Bluewater Version 1 Drawings (enlarged, 6 pages)
Bluewater Version 2 Executive Summary of Project; Investment Summary; and Detailed Scope of Work
- **Attachment B**
Advanced Lighting and Sound statement provided by Shawn Watts
Advanced Lighting and Sound photos of MCTV Production Trailer
Advanced Lighting and Sound photos of WROK
Advanced Lighting and Sound Quote

As I stated at the October meeting, Bluewater has provided the most exceptional, responsive, and thorough customer service of any vendor with whom I have worked. While they may appear to



4200 Telegraph Road P.O. Box 489 Bloomfield Township, MI 48303-0489

Phone: 248-443-7790 Fax: 248-642-7624 www.bloomfieldtwp.org



Greg Kowalski, General Manager

Bloomfield Township

Leo C. Savoie, Supervisor • Janet Roncelli, Clerk • Brian E. Kepes, Treasurer
David Buckley, Trustee • Neal J. Barnett, Trustee • Michael Schostak, Trustee • Dani Walsh, Trustee

have minimal experience with production truck installations, I have confidence they would provide work of a high standard.

Advanced Lighting and Sound has completed every major project during my tenure in this position. They are dependable for high quality work. Admittedly, I have expressed frustration with their meeting and fulfilling of deadlines and their crowded schedule.

I respect the Board's desire and decision to be fiscally responsible in acting on this project; however, for the reasons stated above, I would encourage the Board to accept Bluewater's bid. If the board cannot agree to Bluewater's bid, I suggest it approve Advanced Lighting and Sound's bid in an amount not to exceed Seventy-Three Thousand Dollars (\$73,000.00) to complete the truck in February.

If you have any questions or concerns, please do not hesitate to contact me or Steve Rota.

Thank you,

A handwritten signature in black ink, appearing to be "Greg Black", written in a cursive style.

Greg Black
Senior Production Specialist and Equipment Coordinator
Bloomfield Community Television
4200 N. Telegraph Road
P.O. Box 489
Bloomfield Township, MI 48303



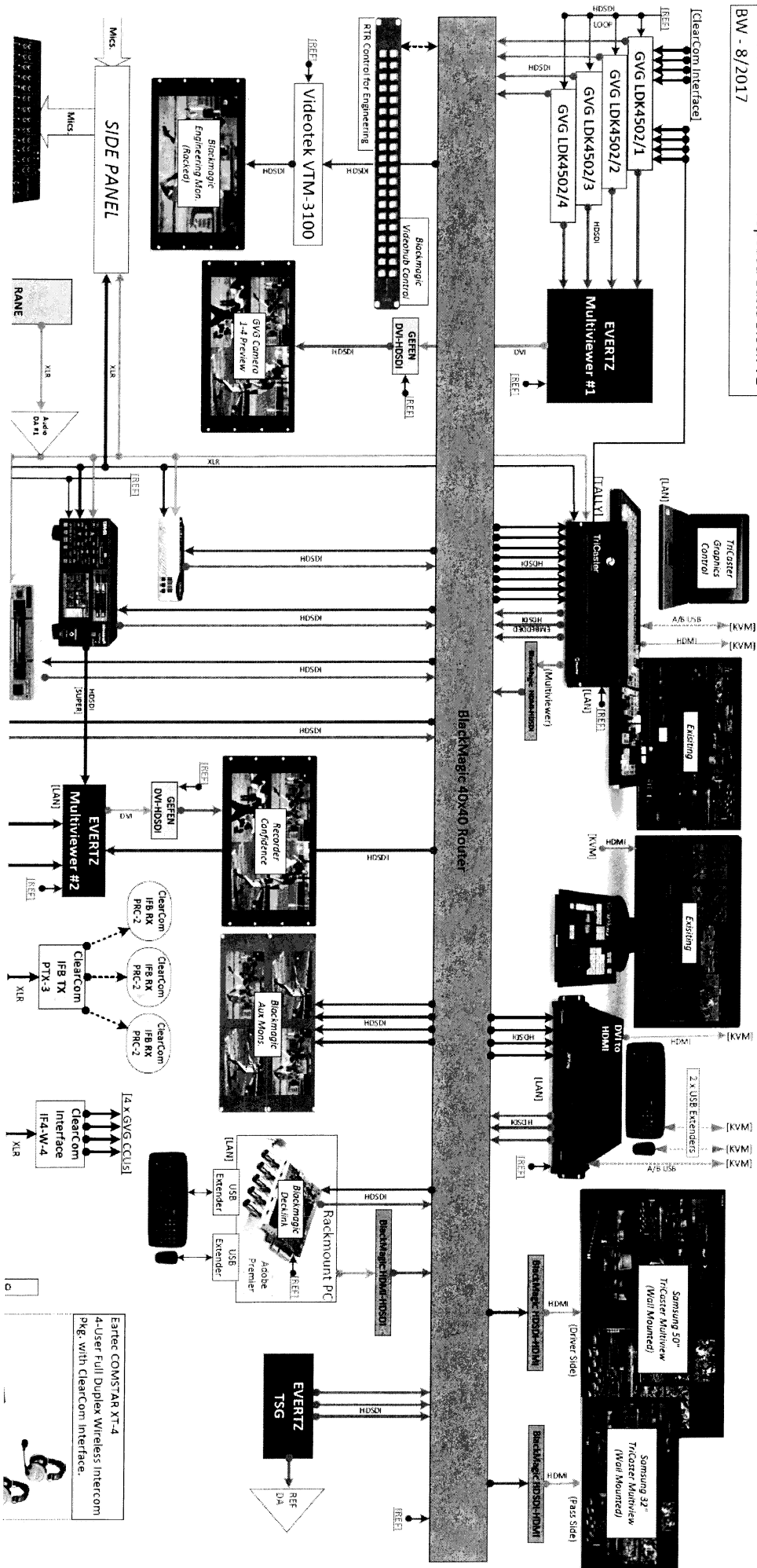
4200 Telegraph Road P.O. Box 489 Bloomfield Township, MI 48303-0489

Phone: 248-443-7790 Fax: 248-642-7624 www.bloomfieldtwp.org

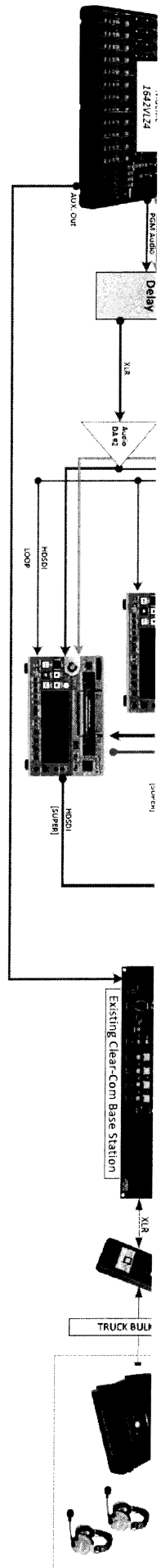
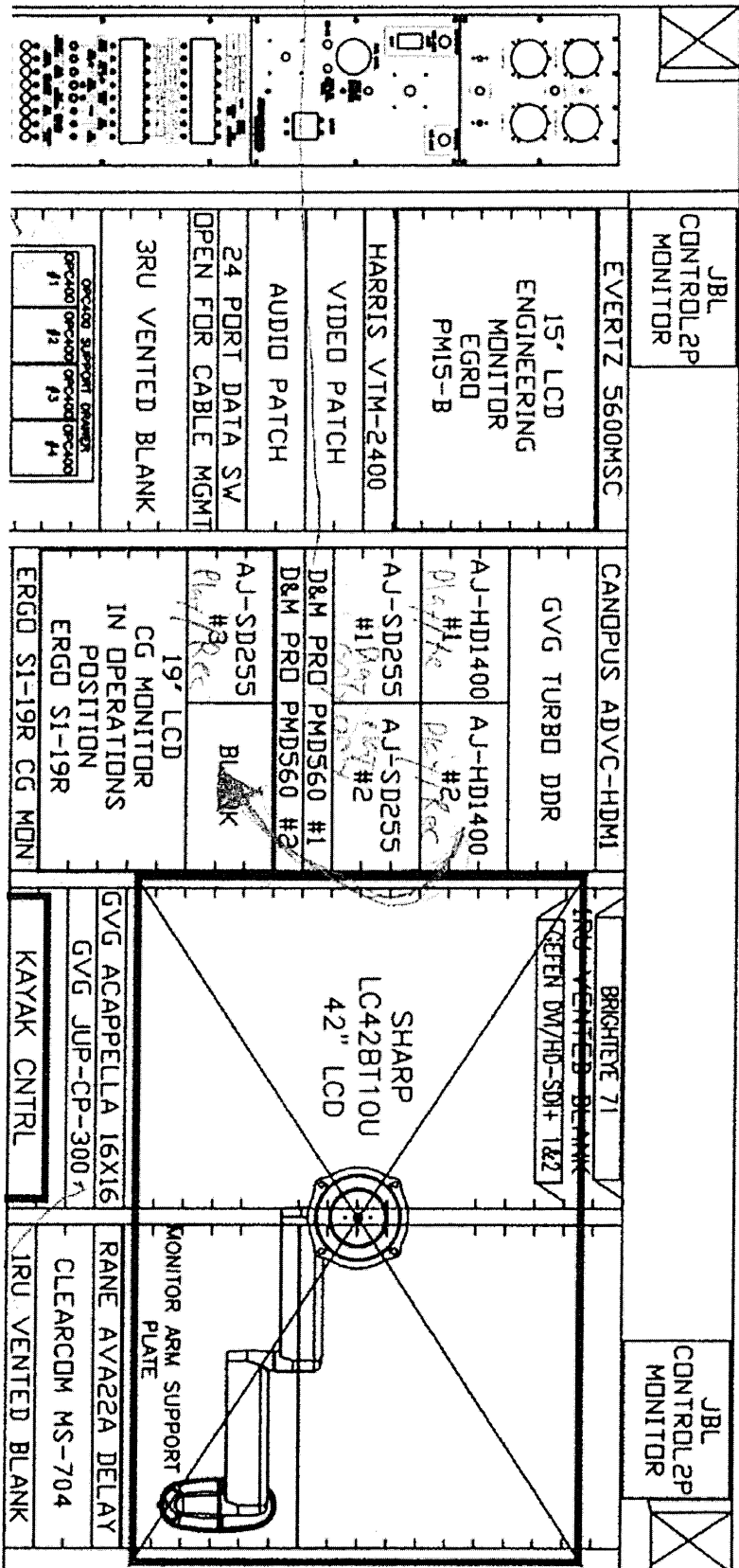
ATTACHMENT

A

Bloomfield Twp.
Video Production Truck – Proposed Basic Block V1
 BW - 8/2017



ck Equipment Configuration



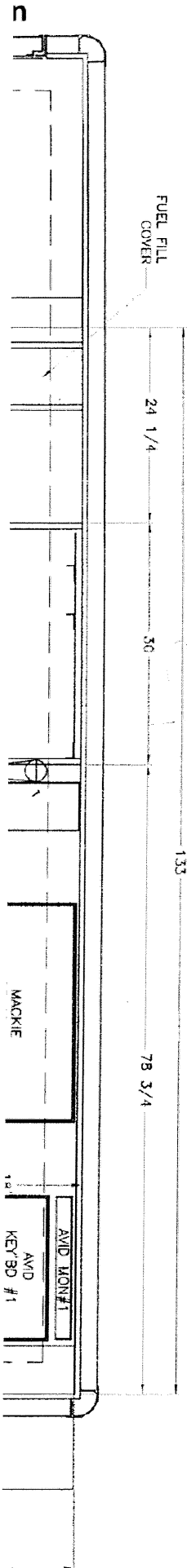
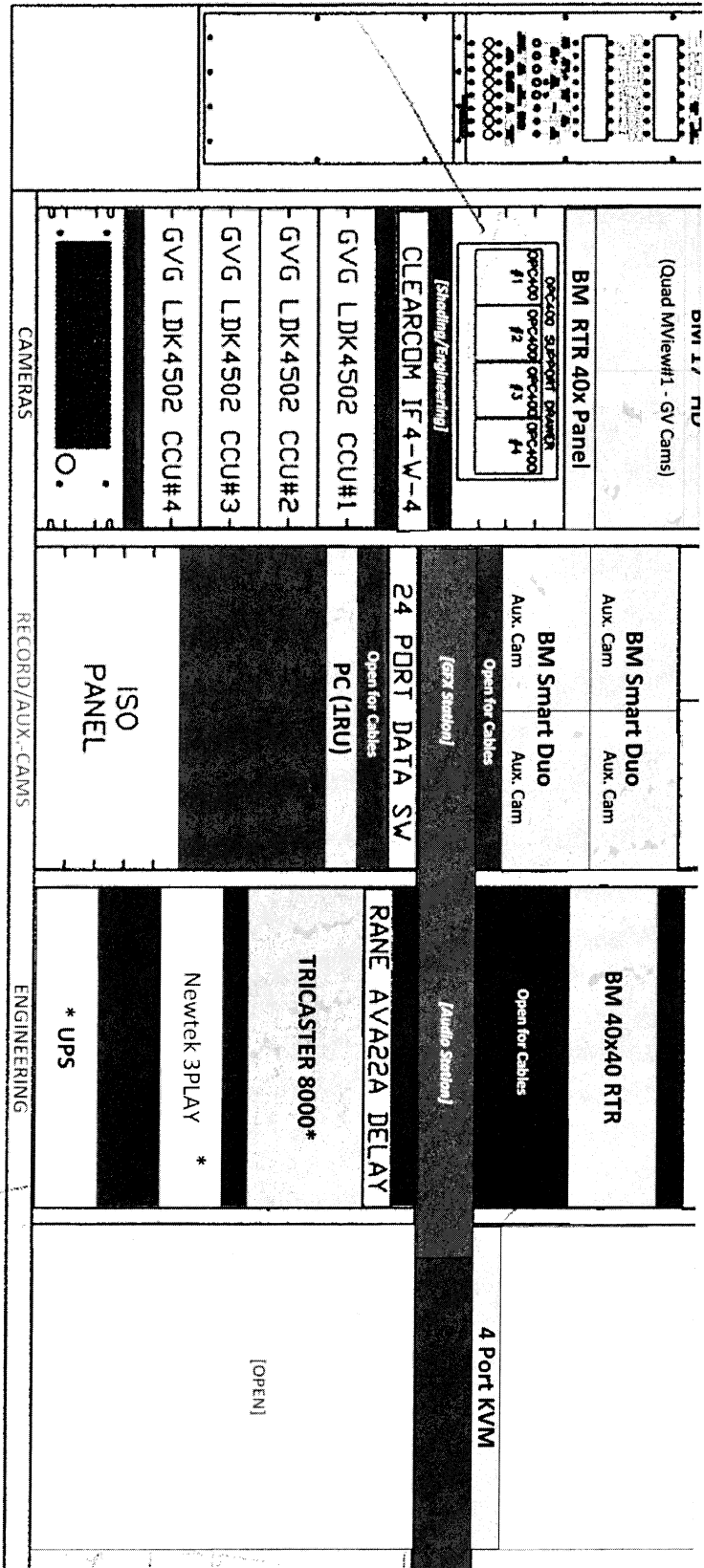
Current Truc

IRU VENTED BLANK		IRU VENTED BLANK		IRU VENTED BLANK		IRU VENTED BLANK	
CLEARCOM IF-4-V-4		HARRIS 3100 CG		GVG KAYAK FRAME		22 3/4 [13 RU]	
GVG LDK4502 CCU#1		EVERTZ 7700FR		GVG UNIVPS-110/220 AMD MOD 118/2			
GVG LDK4502 CCU#2		IRU VENTED BLANK					
GVG LDK4502 CCU#3		ISO PANEL					
GVG LDK4502 CCU#4							

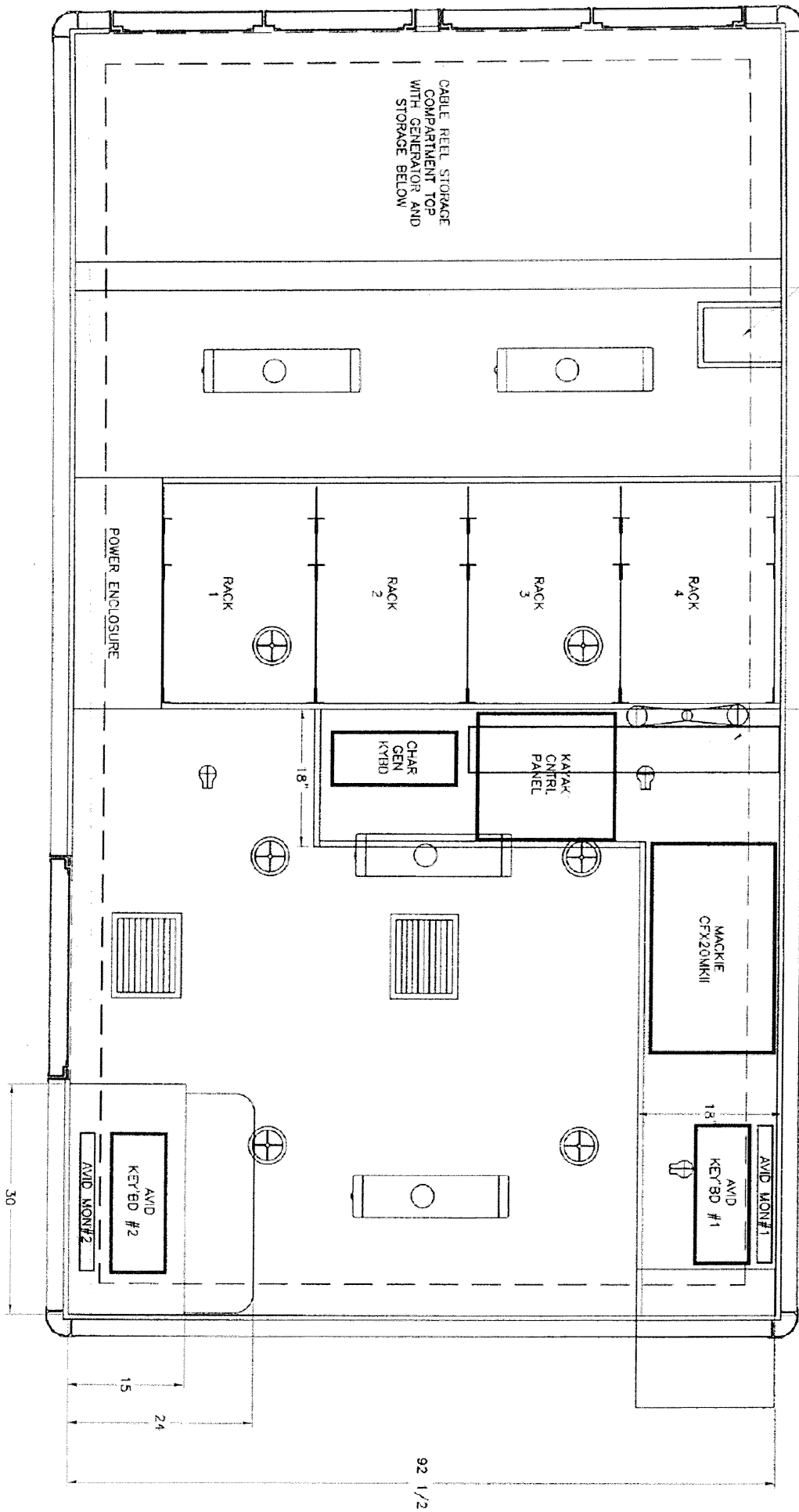
Configuration

JBL CONTROL 2P MONITOR		JBL CONTROL 2P MONITOR	
CLEARCOM MS-704		BM 17" HD (Quad MView#2 - Records)	
HARRIS VTM-2400		AJ-HD1400 #1 AJ-HD1400 #2	
BM 17" HD Engineering (VTM-2400 Feed)		EVERTZ 5600MSC	
		EVERTZ 7700FR	
[X]		[X]	

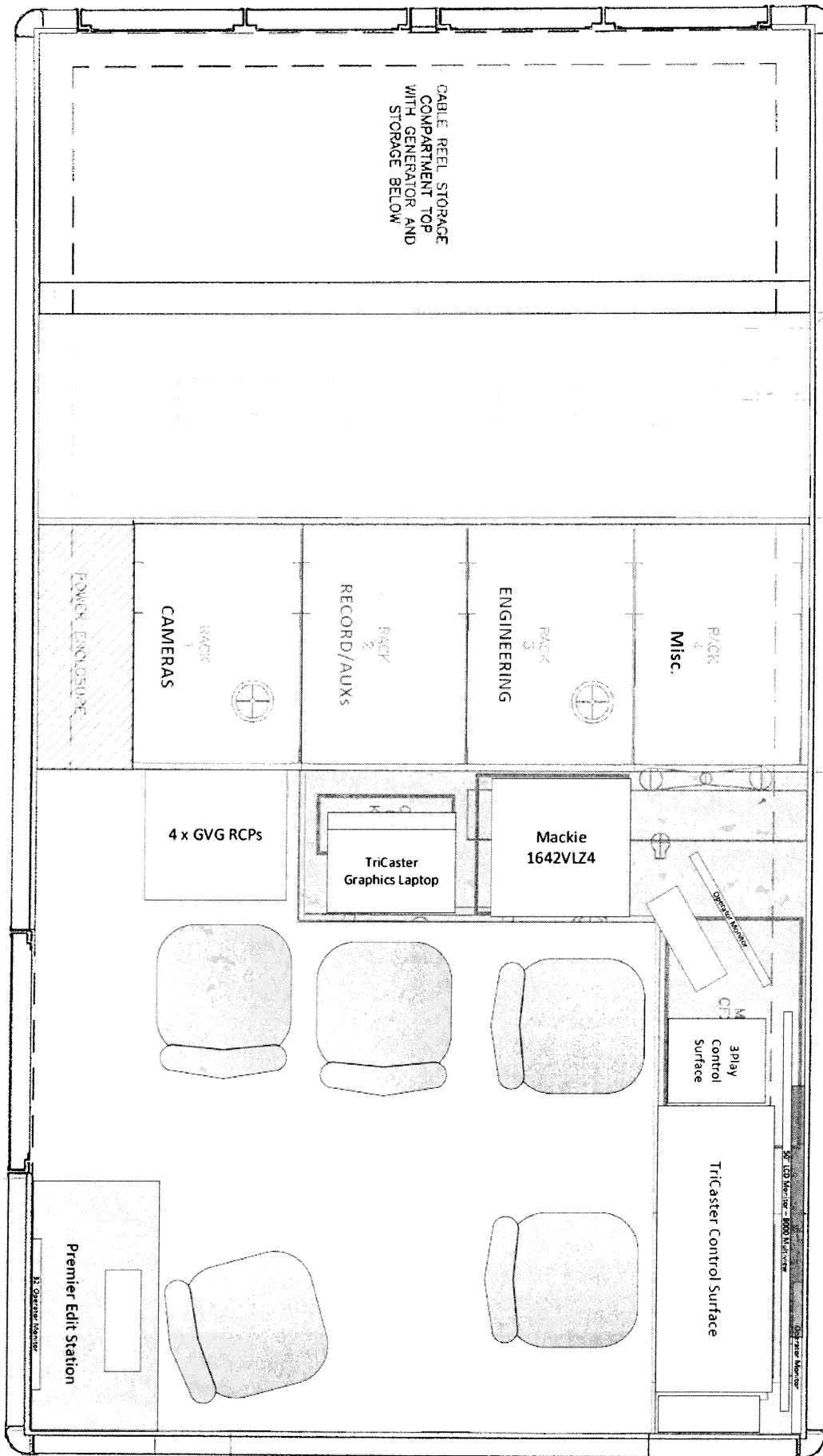
Proposed Truck Equipment



Current Truck Equipment Configuration



Proposed Truck Equipment Configuration





BLUEWATER

24050 NORTHWESTERN HIGHWAY
SOUTHFIELD, MI 48075
P: 800.344.6575 • F: 248.351.2227
BLUEWATERTECH.COM

Bloomfield Community Television

Bloomfield Community TV - Production Truck Updates

Prepared On: 2017-11-06

By: Mark Brown

Phone: (800) 344-6575; Ext. 462

Email Address: mbrown@bluewatertech.com



BLUEWATER

24050 NORTHWESTERN HIGHWAY
SOUTHFIELD, MI 48075
P: 800.344.6575 F: 248.351.2227
BLUEWATERTECH.COM

Innovative Thinking + Flawless Execution

At Bluewater, we create moving live events and AV experiences for strong brands. This is a direct result of two things; an understanding of the intersection where content, space and technology strategically align, and a commitment to delivering flawlessly on every project we engage. We keep an incredibly talented team of designers, engineers, developers, and all around geeky-chic technical staff who live for the challenges presented to us. We are thrilled for the opportunity to present the following overview to you.

Executive Summary of Project

We believe Bluewater is uniquely positioned to provide Bloomfield Community Television the technical guidance and support necessary to ensure success of the Bloomfield Community TV - Production Truck Updates project and thank you for the opportunity to provide this quote.

Please find the detailed scope of work in the Appendix.



BLUEWATER

24050 NORTHWESTERN HIGHWAY
SOUTHFIELD, MI 48075
P: 800.344.6575 F: 248.351.2227
BLUEWATERTECH.COM

Investment Summary

- Bluewater will deliver Bloomfield Community TV - Production Truck Updates project as detailed herein to Bloomfield Community Television for \$90,225.94.

Please find the Investment Detail in the Appendix.



BLUEWATER

24050 NORTHWESTERN HIGHWAY
SOUTHFIELD, MI 48075
P: 800.344.6575 F: 248.351.2227
BLUEWATERTECH.COM

Client Authorization

Bluewater Technologies Group, Inc. is hereby authorized to perform the work for Bloomfield Community Television as outlined above dated 2017-11-06, regarding Bloomfield Community TV - Production Truck Updates per:

Quote #	Subtotal	Tax	Total
128861	\$86,398.04	\$3,827.90	\$90,225.94

Name: _____

Signature: _____

Title: _____

Date: _____



BLUEWATER

24050 NORTHWESTERN HIGHWAY
SOUTHFIELD, MI 48075
P: 800.344.6575 F: 248.351.2227
BLUEWATERTECH.COM

Appendix

- Detailed Scope of Work
- Investment Detail
- Bluewater Terms & Conditions
- Statement of Warranty



Detailed Scope of Work

Bloomfield Township

HD-Production Truck Upgrade Overview -V2

Built in 2008, the Bloomfield HD Truck is a combination of individual systems that combine to provide a remote, live-event production environment.

This project will include Bluewater re-locating of existing equipment, replacement of existing equipment and the installation of additional equipment for improved workflow, versatility and overall increase in production value. Substantial signal rewiring and the partial removal of some existing cabinetry will also be required.

New/Major Components:

- NewTek TriCaster 8000 Production Platform Bundle
 - o Includes Control Surface
- Newtek LiveText and tofervision LT Software
- Blackmagic Design 40x40 Smart VideoHub HD Matrix Router
 - o Central hub for all A/V signal sources and display destinations
 - o Single, Remote Rapid-Take panel installed in Engineering rack
 - o Browser Interface
- Blackmagic Design 17" SmartView HD Monitors
 - o Engineering, Recording and Aux. Source Reference Displays
- BlackMagic Design DeckLink PCIe Board
 - o HDSDI I/O Capture card for Adobe Premier Edit PC
- BlackMagic SDI and HDMI Converters
 - o Display feeds in and out of 40x40 Router
- Eartec COMSTAR Wireless Intercom Pkg. with ClearCom interface
 - o Portable-Rack-Mounted system with storage
- SuperLogics 1U Rackmount PC
 - o Adobe Premier Edit System
- Teradek 3000 SDI Transmit/Receive Kit
- 50" and 32" 1080P Slim wall mounted displays
- Dell Laptop – TriCaster Control
- Wiring and Misc. Hardware
- TriCaster 8000 Training – Provided by others

Ongoing Bluewater support of finished project

- o The Bloomfield Engineering team managing this environment, once trained on new equipment, will essentially remain operationally-self-sufficient in the true traditional Live-Events sense. Bluewater involvement would likely only be required with any warranty repair issues that may arise.



Investment Detail

Bloomfield Community TV - Production Truck Updates - Pricing

Qty	Description	Unit Price	Extended Price
1.00	Newtek Tricaster 8000 Bundle	\$34,995.00	\$34,995.00
1.00	Newtek LiveText 2.5 Software - Downlaod	\$1,243.75	\$1,243.75
1.00	tofervision LT[Scoreboards] Software - Download	\$250.00	\$250.00
1.00	BlackMagic Design Smart VideoHub 40x40	\$3,232.50	\$3,232.50
1.00	BlackMagic Design Video Hub Control	\$535.00	\$535.00
3.00	BlackMagic Design 17" SmartView HD Studio Monitor	\$857.50	\$2,572.50
2.00	Blackmagic Design HDMI to SDI Converter	\$215.00	\$430.00
2.00	Blackmagic Design SDI to HDMI Converter	\$215.00	\$430.00
1.00	Mackie 1642VLZ4 16-Channel, 4-Bus Compact Mixer	\$658.75	\$658.75
1.00	PC (1RU) SuperLogics	\$750.00	\$750.00
1.00	BlackMagic Decklink 4K	\$642.50	\$642.50
1.00	OFE Windows 10 Pro	\$0.00	\$0.00
1.00	OFE Dell Laptop	\$0.00	\$0.00
1.00	OFE Keyboard/Mouse	\$0.00	\$0.00
1.00	StarTech 4Port HDMI KVM Switch	\$368.75	\$368.75
1.00	StarTech 1U Rack Mount kit for StarTech 4 Port KVM	\$30.00	\$30.00
4.00	Tripp Lite 10' USB 2.0 A/B Device Cable M/M 10'	\$2.81	\$11.24
4.00	25FT USB A TO B M/M ACTIVE CABLE	\$25.89	\$103.56
1.00	Eartec COMSTAR XT-4 4-User Full Duplex Wirless IC Sys. w/ClearCom iFace	\$3,303.75	\$3,303.75
1.00	Eartec Carry Case for COMSTAR wirless system	\$231.25	\$231.25
1.00	CyperPower UPS 1500VA (2RU)	\$368.75	\$368.75
1.00	Teradek Bolt 3000 Wireless SDI TX/RX Kit	\$10,490.00	\$10,490.00
1.00	50"LED HDTV, 1080p, 60Hz, WiFi, Smart, 2-HDMI, 1-USB, 1-Comp, Quad- Core Process.	\$575.00	\$575.00
1.00	32"LED HDTV, 1080p, 60Hz, 60CMR, 2- HDMI, 1-USB, 1-Component, 1- Composite	\$297.50	\$297.50
2.00	Security SmartMount® Universal Flat Mount for 23" - 46" LCD Screens	\$39.36	\$78.72



BLUEWATER

24050 NORTHWESTERN HIGHWAY
SOUTHFIELD, MI 48075
P: 800.344.6575 F: 248.351.2227
BLUEWATERTECH.COM

1.00	Misc. Cable and hardware	\$500.00	\$500.00
	Labor		
1.00	Engineering, Installation, Project Management & Training	\$22,600.00	\$22,600.00
1.00	Estimated Shipping Charges	\$1,699.52	\$1,699.52

Quote Subtotal: \$86,398.04
Quote Tax: \$3,827.90
Quote Total: \$90,225.94

Investment Protection

***Bluewater CRC Support Platform**
\$2,500.00
(Pricing for optional items not included)

One (1) Year System Support Platform includes:

- Field Technicians, Engineers & Programmers
- Discounted Dispatch Rate
- Discounted Service Rate Normal Business Hours
- Discounted Overtime Rate (afterhours/weekends)
- Discounted Equipment Repair Cost
- Validation of Audio Visual Systems regardless if BWT installed or not, if applicable (limited to one site visit)

****For added investment protection an all-inclusive program can be designed that includes guaranteed response, labor inclusive and/or preventative maintenance.***

- Taxes, delivery charges and insurance costs not included
- Payment terms determined upon final CRC Contract Acceptance
- Monthly billing for hardware and support agreements are pre-paid



Bluewater Terms & Conditions

- All equipment specification, design and drawings are proprietary to Bluewater Technologies Group Inc. (BWT), exclusive to the named client and are not for distribution.
- All requested changes to the final proposal must be approved in writing by the BWT Project Manager and will be added to the final invoice.
- Scheduling changes caused by the client or client's contractor will result in add charges including demobilization remobilization and expediting fees. Hours quoted on accompanying proposals are based strictly on work being continuous and uninterrupted from project commencement through completion. Any scheduling conflicts/room availability that result in work stoppage will be billed for hours lost and added to the final invoice to the customer.
- BWT is not responsible for condition and functionality of Client's existing audio/visual system components. Any malfunctioning equipment, not specifically provided by BWT through this project, is the sole responsibility of Client.
- When applicable, client is responsible for providing sufficient and adequate bandwidth for video conferencing communication between all offices. Client is also responsible for configuration of network and firewall settings for transmitting and receiving audio and video over the IP network as necessary.
- Client is responsible for the replacement of all consumable components.
- Cancellation of ordered or shipped product will result in a 25% restocking fee and is subject to manufacturer rules and regulations pertaining to return items. Client is responsible for all freight to return any and all returned items. Custom items, special order items or product delivered over 60 days ago cannot be canceled and cannot be returned.
- Any architectural, electrical, structural, or mechanical costs are not the responsibility of BWT. Our installation technicians may perform a site survey with the facilities manager to coordinate these trades within the scope of project. Client will need to provide electrical power and network connectivity to the areas required.



- ☐ Seller represents and Buyer acknowledges and agrees that, unless otherwise expressly stated in this contract, the amount of this contract does not include any sales or use tax that may be imposed by a state claiming a right to be paid such tax. Buyer agrees to pay any and all such tax, and agrees to indemnify and defend Seller against liability for any and all such tax.
- ☐ BWT reserves the right to use client name/logo and project details in company marketing materials (including, but not limited to, brochures, website content, presentations and case studies) unless explicit written objection provided by client.
- ☐ System programming for this project is deemed complete upon sign-off by site manager, approval of project manager, or the passing of 14 days without a customer punch list item related to programming.
- ☐ Payment terms are 50% down, 40% upon equipment delivery, and 10% upon punch list sign off.
- ☐ If project timeline is extended more than 30 days, BWT reserves the right to invoice client for product procured by BWT. Client agrees to pay invoice within 30 days.
- ☐ This quote is valid for 30 days from date of issue.
- ☐ Client hereby agrees that project scope represents Bluewater's understanding the clients deliverable. Any additions or subtractions of scope may result in project cost changes. The scope of this application includes all functionality as described or illustrated in this document at the time of approval. Any functionally not described in this document is considered out of scope.

Scope can be modified via Customer Change Orders (CCO) which would have their own sub-scope and costs.



Statement of Warranty

Bluewater Technologies Group Inc. (BWT) will provide a one year installation warranty from the date of completion. BWT will provide material and labor during this one-year warranty period in the event of any qualified installation workmanship issues. This coverage includes mounting applications, wire terminations, wall plate/tabletop termination, etc. BWT will also cover the labor needed to service any of the installed systems equipment/functionality for a period of 90 days. Coverage will commence when we have received a signed and dated Certification of Completion form for the project.

Equipment Covered (90 day coverage)

All BWT supplied equipment detailed in proposal.

Exceptions / Exclusions

- ✦ Any consumables such as lamps, filters, disc, etc.
- ✦ Any damage or repair required due to end user misuse, abuse, user error or damage by other contractor's
- ✦ Any related causes by force majeure (acts of God)



BLUEWATER

24050 NORTHWESTERN HIGHWAY
SOUTHFIELD, MI 48075
P: 800.344.6575 F: 248.351.2227
BLUEWATERTECH.COM

Thank you for the opportunity
to partner on this project.

ATTACHMENT

B

Statement provided by Shawn Watts at Advanced Lighting and Sound via email on October 26, 2017:

We would like to make sure that the Board is made aware of the trucks that Advanced Lighting & Sound has provided over the last 2 years.

First, I was the person that designed the BCTV original installation.

City of Midland - MCTV: 20' Production trailer with 5 Hitachi Triax broadcast cameras, Tricaster 8000, 3Play instant Replay system, Audio station with remote audio I/O via CAT5e. This system also includes Teradek wireless system. The whole system was custom integrated from a base carpeted trailer.

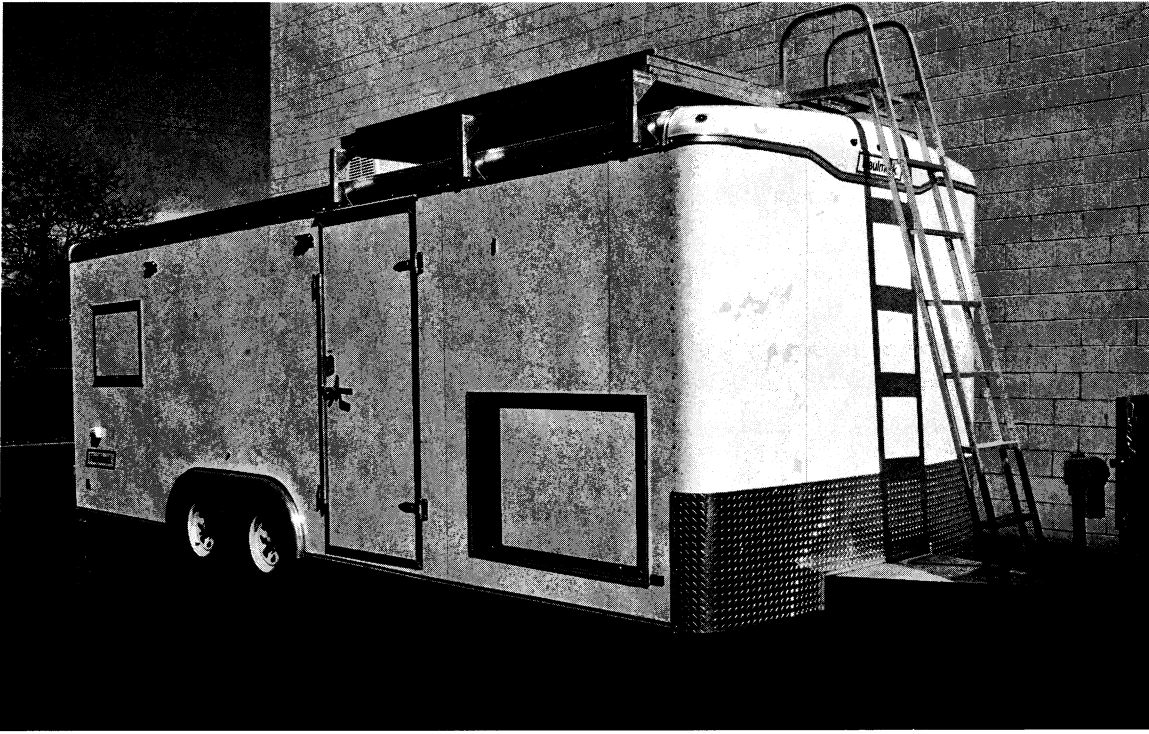
Media Network of Waterford: This was the second re-build for ALS of this truck. We provided a complete rework of the system to include 3 JVC broadcast cameras with CCU's, Tricaster 460, 3Play Instant Replay and Audio system with remote audio I/O via CAT5e

City of Royal Oak: This too was a complete rework of this SD truck to upgrade to a complete HD system. This system included Tricaster 460 with 3Play Instant Replay, 4 Sony HD cameras with CCU's, Audio with remote audio I/O via CAT5e.

COMCAST Southfield: ALS upgraded this system to HD and included a Tricaster 855, new HD cameras and integrated the existing SD replay system. After this upgrade we provided an upgrade to the NewTek 3Play system.

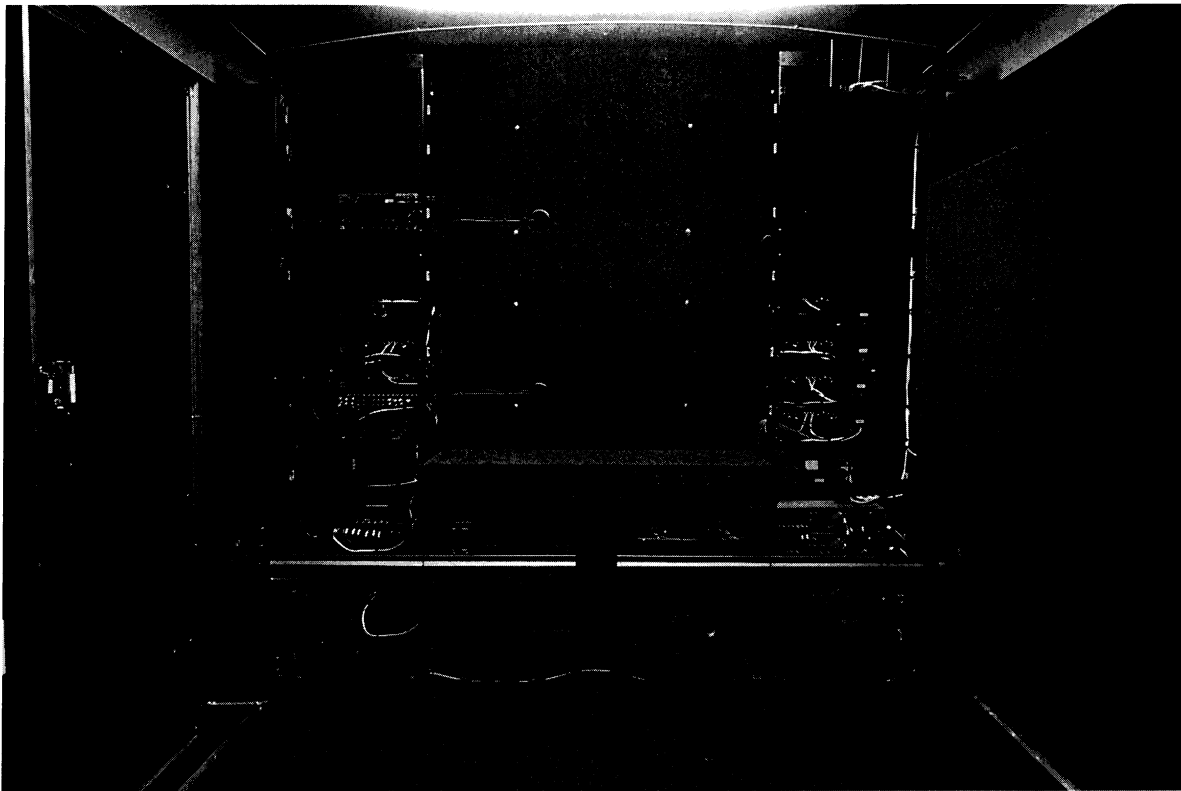
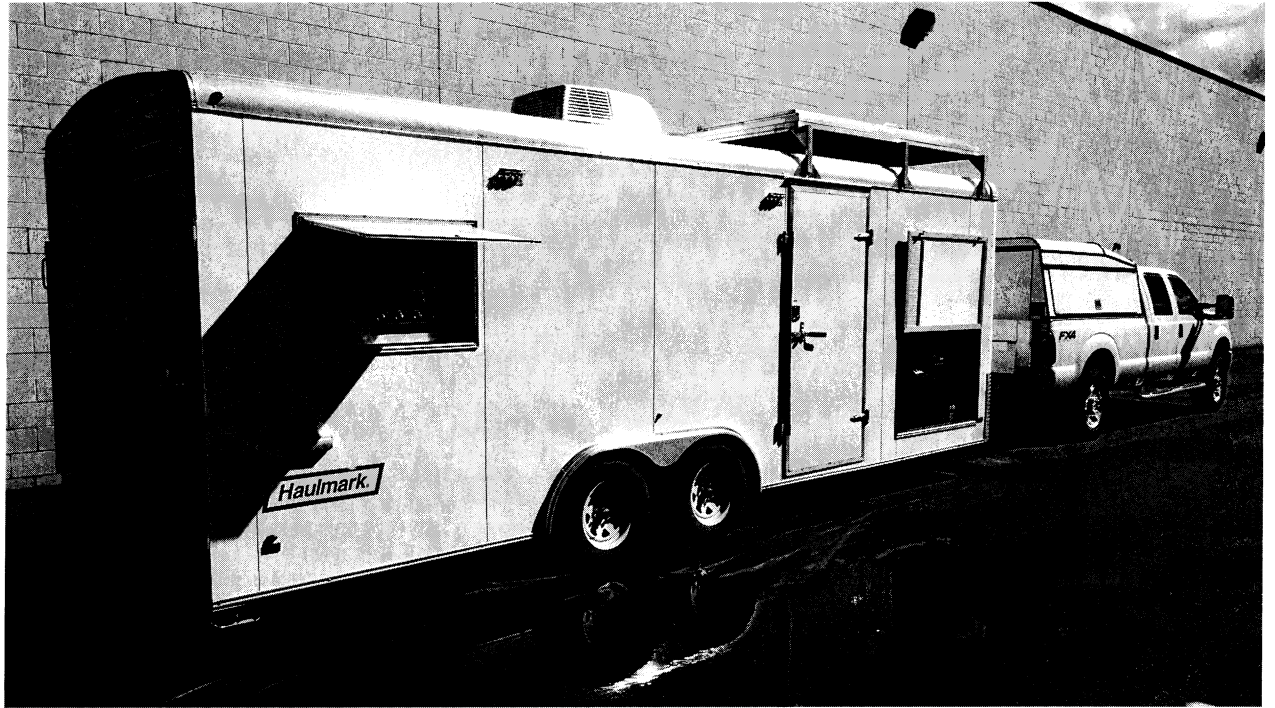
Advanced Lighting & Sound has considerable experience and knowledge on how to provide a high quality HD video production vehicle and we also have the ability to customize any aspect of the production system. We have the ability to use our fabrication shop to customize both metal/aluminum and wood.

City of Midland – MCTV Production Trailer

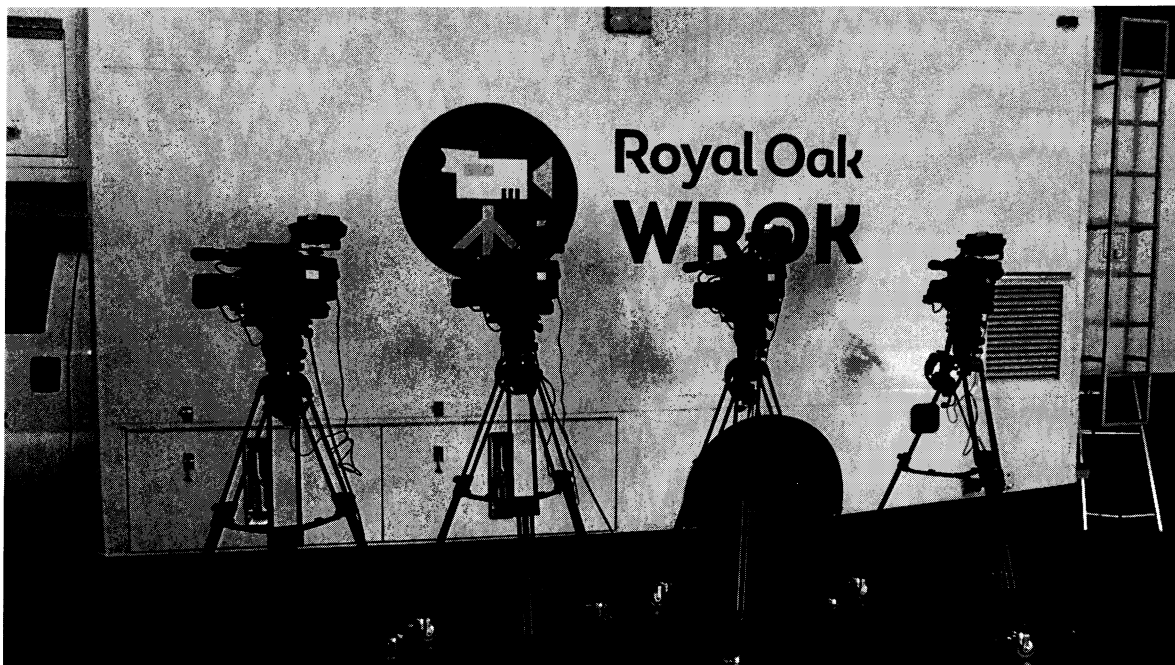


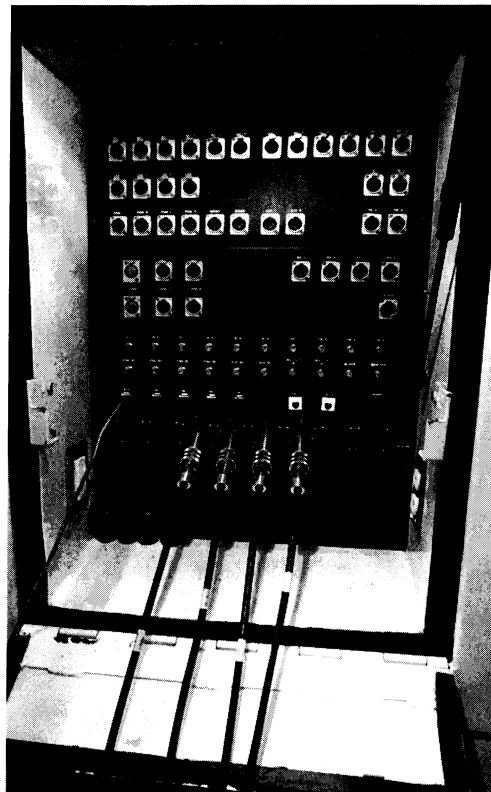
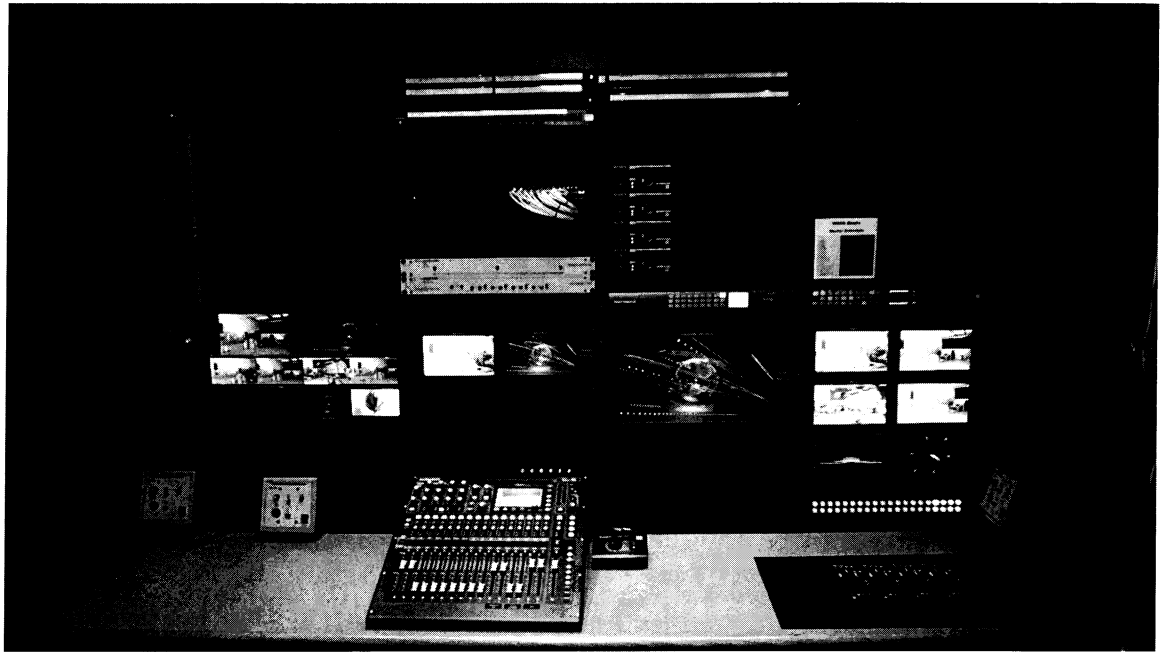






City of Royal Oak – WROK







Advanced Lighting & Sound

Phone: 248-817-2092
Fax: 248-817-2093
1026 Maplelawn Drive
Troy, MI 48084

Quote

No.: **10042**
Date: **7/3/2017**

Prepared for:
Steve Rota (586) 322-9112
Bloomfield Community Television
4200 Telegraph
Bloomfield Hills, MI 48303 USA

Prepared by: Shawn Watts
Account No.: 4034
Phone: (248) 433-7790

Qty	Manuf	Item ID	Description	Sell	Total
Video					
TRICASTER					
1	Newte	TC1DBDL	TriCaster TC1 DELUXE Bundle (TriCaster TC1 2RU, NC1 I/O and TC1LP), includes Advanced Edition	\$34,995.00	\$34,995.00
8		DIN18550BF-3	3' Din connector with 1855 to BNC female	\$19.00	\$152.00
1	LG	43LV340C-EGH	43" 1080p Direct LED	\$575.00	\$575.00
1	Krame	C-HM/DM-15	HDMI (M) to DVI-D (M) Cable - 15' Non Plenum HDMI to DVI Cables	\$28.00	\$28.00
1	Chief	MTM1U	Micro-Adjust Tilt Wall Mount, Medium (Tricaster 43")	\$155.00	\$155.00
1	Hosa	USB-210AF	High Speed USB Extension Cable, Type A to Type A, 10 ft	\$7.00	\$7.00
1	D-Lin	DUB-H7	7 PORT POWERED USB HUB	\$34.00	\$34.00
1	Chief	JWVPB	PIVOT, PITCH WALL MOUNT - (OFE 3Play 27")	\$129.00	\$129.00
1/1/2017					
Use existing cables from 3Play monitor					
ROUTER & DISTRIBUTION					
1	Black	BMD-VHUBSMART6G 4040	Smart Videohub 40x40	\$2,828.00	\$2,828.00
1	Black	BMD-VHUB/WSC	Videohub Smart Control	\$468.00	\$468.00
4	Black	BMD-HDL-SMTVDUO 2	Smartview Duo Dual Monitors	\$468.00	\$1,872.00
1	Marsh	V-LCD171MD-3G	17" LCD Desk rack mount with HDMI and 3G Input (1920X1080) Waveform monitor and audio display,	\$1,380.00	\$1,380.00
1	Decim	Decimator 2	3G/HD/SD-SDI to HDMI Converter w/ built-in NTSC/PAL Downscaler	\$353.00	\$353.00
1	COBAL	BBG-DA-3G-1x6	3G/HD/SD 1x6 Redocking DA	\$371.00	\$371.00
3G/HD/SD 1x6 Redocking Distribution Amplifier with Bit-Rate Status (Includes PS11 Power Supply) [Options (sold separately) available for this item in					
1	Krame	VM-30AVB	1-3 (U) Audio & Video Distribution Amplifier (BNCs)	\$179.00	\$179.00
Desktop					
1	Krame	RK-1	19" Rack Adapter for Multi-Tools & Desktop Models	\$64.00	\$64.00
WIRELESS VIDEO					
1	Terad	Bolt-985	Teradek Bolt 986 Bolt 3000 HD-SDI Wireless TX/RX	\$8,730.00	\$8,730.00
1	Terad	Antenna Array Kit with case	Antenna Array for Bolt with mounting bracket and case	\$689.00	\$689.00
The BOLT-980 2000 system is still available in limited quantities, if desired.					
3	ALS	Install	Install Materials - 25' N Male to RP-SMA Plug - antenna extension	\$50.00	\$150.00
1	Middl	PD-915R	9OUT,15A,RCKMNT POWER CEN	\$102.00	\$102.00

QuoteNo.: **10042**

Date: 7/3/2017

Qty	Manuf	Item ID	Description	Sell	Total
1	Gator	GR-4L	Molded PE Rack Case; Front, Rear Rails; 4U; 19" Deep; Locking	\$165.00	\$165.00
		CG SYSTEM			
1	Compi	LINX ID	CG software GenCG and Newscroll for branding, RSS feeds, tickers and logos. NDI compatible. PC not included	\$1,899.00	\$1,899.00
		This Compix Linx ID is software and requires a PC to run the software. This is a NDI device compatible with the Tricaster. See included requirements.			
1	Views	VA2446M-LED	23.6" LED Monitor	\$200.00	\$200.00
1	Chief	TS118SU	THINSTALL SMALL DUAL ARM SWINGARM 1/1/2017	\$111.00	\$111.00
1	Krame	C-DM/DM-6	DVI-D (M) to DVI-D (M) Dual Link Cable - 6'	\$19.00	\$19.00
		Non Plenum DVI Dual Link Cables			
1		215681	PowerSpec G221 PC, Core i5 with NVidia GTX1060, 16GB Ram, 1TB HDD (For CG)	\$925.00	\$925.00
1		Windows 10 Pro Upgrade	Windows 10 Pro Upgrade	\$153.00	\$153.00
1	Newte	SPGraphics1	Sports Graphics Pack Volume 1 (available for all HD TriCaster units)	\$195.00	\$195.00
1	Newte	LIVETEXT2.5 FCC	LiveText 2.5 w/ DataLink 3 Technology, Coupon Code	\$995.00	\$995.00
1	TP-Li	TL-SG1016PE	16-Port Gigabit Easy Smart PoE Switch with 8-Port PoE+	\$170.99	\$170.99
		TRUCK PANEL			
1	ALS	Install	Install Materials - Custom configured Side Truck Panel with Video I/O's, Audio, Intercom, Network and Ante	\$650.00	\$650.00
Video Subtotal					\$58,743.99
Audio					
1	Macki	1642VLZ4	16-channel Compact 4-bus Mixer	\$699.00	\$699.00
1	Macki	1642VLZ Rackmount Kit	Rackmount Bracket Set for 1642VLZ4, VLZ3 & VLZ Pro	\$60.00	\$60.00
1	Krame	VM-50AN	1 (U or B)-5 (B) & 5 (U) Audio Distribution Amplifier	\$197.00	\$197.00
		Desktop			
1	Earte	XT-Plus Com-Center	Interfaced with wired to wireless intercom for Clear com	\$864.00	\$864.00
4	Earte	Comstar Single	Single Muff self contained wireless headset	\$505.00	\$2,020.00
Audio Subtotal					\$3,840.00
Installation					
1	ALS	Labor	Installation Labor- Remove old equipment, Install and integrate new equipment into truck, wire and test. Includes system training	\$8,400.00	\$8,400.00
1	ALS	Install	Install Materials- cables and connectors, rack blanks, cable lacing bars, fasteners and misc.	\$1,800.00	\$1,800.00
Installation Subtotal					\$10,200.00

Your Price: **\$72,783.99****Total: \$72,783.99**

QuoteNo.: **10042**

Date: 7/3/2017

Prices are firm until 8/2/2017

Terms: COD

Prepared by: Shawn Watts, shawnw@go-als.com**Date:** 7/3/2017**Accepted by:** _____ **Date:** _____**Disclaimer**

All prices quoted are valid for 30 business days. Please fax signed quote to 248-817-2093 or email to sales@go-als.com so that your order can be placed. Thank you for your business.

MEMORANDUM

TO: BOARD MEMBERS

FROM: EXECUTIVE DIRECTOR

SUBJECT: BUDGET AMENDMENT REQUEST

As you know, we will be seeking to retain an outside company to redesign the BACB website since the underlying software is no longer being supported. In addition, it has been many years since the design of our website was updated. Our 2017-18 Fiscal Year Budget includes \$3,500 for website expenses. This amount covers maintenance of the website but is not sufficient to cover the expense of a redesign of the website.

Board Members present at the Cable Action Committee meeting held on November 2, 2017 have discussed this issue and are recommending that the budget line-item for the website be increased by \$15,000 so that the total amount for maintenance and redesign will be \$18,500. Although it is anticipated that the redesign costs will be less than \$15,000, it was felt that including extra funds in the budget would provide flexibility if necessary.

Therefore, it is respectfully requested that the Board authorize a Budget Amendment to add \$15,000 to the existing budget line-item for the website for Fiscal Year 2017-2018.

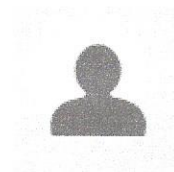
Re: Winter Sports Schedule

Wed 11/1/2017 4:09 PM

From: Matt McAlear

To: "Rota, Steve"

Cc: "Cathy White (execdir@birminghamareacableboard.org)", "Elaine McLain (ekmclain@gmail.com)", "Kowalski, Greg"



Thanks Steve. Look forward to bringing it up for approval this month.

Matt

On Wed, Nov 1, 2017 at 7:55 AM, Rota, Steve <SRota@bloomfieldtwp.org> wrote:

Good Morning Matt,

FYI here's the list of the upcoming winter sports schedule.

At this time we request to cover 8 games at \$2,500 a game. The total would be \$20,000 to cover all 8 games.

This is the average amount of games we usually cover in the winter.

Wrestling 12/19/17 @ Seaholm

Girls Basketball 12/21/17 @ Seaholm

Boys Basketball 1/12/18 @ Seaholm

Hockey 1/23/18 @ Birmingham Ice Arena

Girls Basketball 2/2/18 @ Groves

Boys Swim and Dive 2/7/18 @ Seaholm

Boys Basketball 2/13/18 @ Groves

Rumor that they'll be adding a Girls Hockey team. Date TBD

MEMORANDUM

DATE: November 5, 2017

TO: Board Members

FROM: Cathy White

Re: Monthly Report

CUSTOMER COMPLAINTS

There have been five (5) complaints filed since the date of my last report. Complaint No. 2017-35 was submitted by the President of Williamsburg of Birmingham Condominiums who has had a long-standing issue with WOW cables in the complex which need to be buried. WOW has sent their representative to the site and are presently working on the issue. This complaint is pending.

Complaint No. 2017-36 was submitted by a Birmingham resident who cancelled her Comcast service and returned the equipment but kept getting bills. The escalation team representative apologized and offered to waive the remaining balance. The resident agreed to this action and this complaint is now closed.

Complaint No. 2017-37 was submitted as a follow-up to a Franklin resident's previous complaint involving trying to keep his long-time phone number. Although the previous complaint was resolved, he sought clarification as to why his monthly Comcast bills increased despite the fact that he had made no changes to his level of service. It was discovered that HBO was inadvertently added to his account, causing the discrepancy. This complaint is now closed.

Complaint No. 2017-38 was submitted directly to our website by a Beverly Hills resident. She is seeking to have AT&T honor the bundled price she was quoted when she switched from WOW to AT&T and to have the company provide clarification as to her bills. This complaint is pending.

Complaint No. 2017-39 was received from a Beverly Hills resident who contacted Comcast for clarification regarding his bills. He was told that they could not speak with him because the last four digits of his social security number did not match their records. He has never had this problem in the past. This complaint is pending.

FINANCIAL

The account balance for the MBS, BBCU and Beverly Hills accounts as of October 31, 2017 will be e-mailed to all Board members. This information will also be provided via hard copies at the meeting, as well as budget to actual figures.

CHECK DISBURSEMENT

Since the date of our last meeting, I have written five (5) checks as follows:

1. Charter Township of Bloomfield (Comcast Internet costs for BCTV): \$419.55
2. Charter Township of Bloomfield (filming 2 sports events): \$5,000.00
3. Village of Beverly Hills (Municipal Support Services Grant- Village Internet): \$1,125.00
4. Village of Beverly Hills (PEG Grant for Website Redesign): \$9,800.00
5. Charter Township of Bloomfield (quarterly contract payment): \$48,737.50

ADDITIONAL NOTES:

1. I have completed the MPSC Annual Franchise Entities Survey for 2017 on behalf of our four communities. This survey is designed to provide input to the MPSC on the status of competition for video services in Michigan. In addition to answering the specific questions in the survey, there is a section provide any other comments or suggestions to the MPSC. We have indicated that the MPSC should encourage transparency from the providers regarding packages offered and agreements made as to changes in service and bundle pricing, together with a requirement for immediate written confirmation to customers. We have also pointed out deficiencies in the MPSC complaint process for consumers which can be time-consuming and costly.

2. Comcast announced on November 2, 2017 that it will increase speeds of some of its most popular Internet tiers over the next several weeks throughout Michigan- without an increase in price. Download speeds for the company's Xfinity Blast! Tier will jump from 75 Mbps to 100 Mbps, while Performance tier speeds will more than double from 25 Mbps to 60 Mbps. Customers of the Performance Starter tier will see a similarly-sized boost, from 10 Mbps to 25 Mbps. To get the new speeds, customers may need to re-start their modems and Comcast will notify customers and provide instructions before the changes take effect. The upgrades will impact about 80% of Comcast's Michigan customers.

3. BACB regular meeting dates for 2018 have been established as follows:

January 17

February 21

March 21

April 25 (**Note: the 4th Wednesday of the month)

May 16

June 20

July 18

August 15

September 19

October 17

November 21

December 19

4. The Cable Action Committee dates for 2018 have been established as follows:

January 4

February 1

March 1

April 5

May 3

June 7

July 5

August 2

September 6

October 4

November 8

December 6

Memo



To: BACB
From: Greg Black
cc: Greg Kowalski, Steve Rota, Cathy White & Elaine McLain
Date: 11/8/17
Re: Report October 19th, 2017 through November 15th, 2017.

BAMA Programs

During this time period we've completed six regularly scheduled municipal meetings, Board of Zoning Appeals meeting, the BACB meeting, Parks and Rec Board Meeting, Advisory Board Meeting and two Multi Modal Meetings.

BAPA Programs

From BACB area individual producers and organizations we've taped 23 programs. From individuals:

- ❖ *Inside Birmingham City Hall* November Edition hosted by City Manager, Joe Valentine.
- ❖ *Four Tough Talk's* hosted by Paul Taros.
- ❖ *Four Michigan Entrepreneur's* hosted by Tara Kachaturroff.
- ❖ *Three Managing Problems of Daily Living* hosted by Linda Sircus
- ❖ *Two Making a Difference at TCH* hosted by William Seklar.

From BACB area organizations:

- ❖ *Senior Men's Club* Lectures.
- ❖ *Birmingham Republican Women's Club* Lecture.
- ❖ *Lunch and Learn* Lecture.
- ❖ *Birmingham Musicale*.
- ❖ *Women's Club* Lecture.
- ❖ *Plant Based Nutrition Support Group* Lecture.
- ❖ *Three Baldwin Public Library* Lecture.

PRODUCER WORKSHOP

We are offering a one on one session for those who are interested in producing their own show and to those who want experience behind the scenes. Please call 248-433-7790 and we can schedule a date and time with you.

PROGRAM DEVELOPMENT COMMITTEE

The PDC met last week to discuss a new show idea.

EQUIPMENT

We had to make a rush order for a refurbished modulator receiver to allow the Village of Beverly Hills and the BACB meeting to go LIVE. The receiver has been installed and the last Beverly Hills meeting went LIVE. They do not have this style receiver anymore and we were lucky enough to find a refurbished receiver. I priced out a new digital Transmitter and receiver; it will cost over \$6,000. We will need to look into buying new within the next year or two as long as we don't have another issue with our current equipment. The City of Birmingham has the same style Transmitter and Receiver as Beverly Hills. As of now, we have no issues with Birmingham. As for Baldwin Library, they have a newer style Transmitter and Receiver because we started taping their meetings much later.

WINTER SPORTS VIDEO COVERAGE

Wrestling 12/19/17 @ Seaholm
Girls Basketball 12/21/17 @ Seaholm
Boys Basketball 1/12/18 @ Seaholm
Hockey 1/23/18 @ Birmingham Ice Arena
Girls Basketball 2/2/18 @ Groves
Boys Swim and Dive 2/7/18 @ Seaholm
Boys Basketball 2/13/18 @ Groves
Girls Hockey TBA