



Date: October 3, 2018

To: Colin Smith, CAO

From: Annette Crummey, Director of Corporate Services

Re: RFP for Live Streaming Program & Quotes for Hardware

An RFP for the provision of a Live Streaming service was issued and a total of four submissions were received. These were reviewed by the Civic Engagement Committee and scored on the following criteria:

Criteria	Percentage
Description of Deliverables Methodology	15%
Ability to deliver a strong Training program	15%
Ability to deliver a strong Maintenance and Customer Support program	15%
Proven Experience of the Vendor	10%
Cost of Proposal	20%
Overall clarity, completeness of proposal and Demonstrated Understanding of the project	15%
Assessment of Vendor's Technology Solution	10%
Total	100%

Based on the criteria, Sliq Media Technologies was selected as the highest scorer. They propose to supply a live streaming service to the Town of Riverview for a monthly hosting cost of \$650 (plus HST). Included in the contract is a clause that allows Sliq Media to apply up to a 2% inflationary fee per annum with 30 days advance notice. Any fee increases above 2% will be communicated in writing 120 days in advance. An annual budget of \$7,800 would need to be added to the 2019 budget.

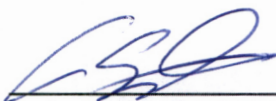
The Town also requested quotes for the provision of the hardware needed for the live streaming system. This hardware included the purchase and installation of a high definition camera, an 80" monitor, and the removal of the existing screen and projector. Three quotes were requested

from SSi Audio, Ivan's and Sounds Fantastic. SSi did not reply to our request and Sounds Fantastic reviewed our current system but declined to quote. Ivan's was the only quote received at a cost of \$10,352.68 (plus HST).

The Civic Engagement Committee recommends the RFP for a Live Streaming Service be awarded to Sliq Media Technologies for \$650.00 (plus HST) per month and that the quote for hardware be awarded to Ivan's at a cost of \$10,352.68 (plus HST), for a total cost of \$11,652.58 in 2018. The 2018 budget amount for the live streaming system is \$28,000.


Annette Crummey
Director of Corporate Services

I agree with the above mentioned recommendation.


Colin Smith, CAO

