

**DRAFT****RESOLUTION 20xx-xxx**

**RESOLUTION SELECTING AND AUTHORIZING FIVE-YEAR AGREEMENTS WITH CLOCKWORK MEDIA, LLC; DARIN STUART FONG DBA DARIN FONG PHOTOGRAPHY; GOAL PRODUCTIONS, INC.; AND MICHAEL WATSON DBA VIDEO APPROACH FOR AS-NEEDED VIDEO AND PRODUCTION SERVICES FOR AN AGGREGATE AMOUNT NOT TO EXCEED \$450,000 BEGINNING ON FEBRUARY 12, 2020 AND ENDING FEBRUARY 12, 2025. FUNDS FOR FISCAL YEAR 2020 HAVE BEEN BUDGETED. FUNDS REQUIRED FOR FUTURE FISCAL YEARS WILL BE BUDGETED IN THE APPROPRIATE FISCAL YEAR, SUBJECT TO BOARD APPROVAL UPON ADOPTION OF EACH FISCAL YEAR BUDGET.**

**WHEREAS**, the San Diego Unified Port District (District) is a public corporation created by the legislature in 1962 pursuant to Harbors and Navigation Code Appendix 1, (Port Act); and

**WHEREAS**, the Board of Port Commissioners (BPC) adopted BPC Policy No. 110 to establish a policy governing the processing and administration of public projects, consulting and service agreements, the purchasing of supplies, materials, and equipment, and grants; and

**WHEREAS**, this action will authorize as-needed agreements for Video and Production Services; and

**WHEREAS**, the Marketing & Communications Department uses the services of professional firms to provide advanced skills to supplement the services of the in-house resources by providing video and photography pre-production, production and post-production support for District marketing and outreach campaigns promoting tourism, development, public access and other programs; and

**WHEREAS**, pursuant to BPC Policy No. 110, the District issued a Request for Qualifications (RFQ) on September 1, 2019, received ten submittals, and selected seven firms for interviews; and

**WHEREAS**, based on the written submittals, interviews, and a decision analysis process using the criteria stated in the RFQ, District staff is

20xx-xxx

recommending the Board select and authorize agreements with four firms which were determined to be the highest qualified firms for the services solicited; and

**WHEREAS**, each agreement is for a five-year period and the aggregate total of all agreements will not exceed \$450,000; and

**WHEREAS**, funds for Fiscal Year 2020 have already been budgeted and funds appropriate for future fiscal years will be budgeted in the appropriate fiscal year, subject to Board approval upon adoption of each fiscal year's budget.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Port Commissioners of the San Diego Unified Port District, as follows:

The Executive Director or her designated representative is hereby authorized and directed on behalf of the San Diego Unified Port District to enter into five-year agreements with Clockwork Media, LLC, Darrin Stuart Fong dba Darin Fong Photography, GOAL Productions, Inc. and Michael Watson dba Video Approach for as-needed video and production services for an aggregate amount not to exceed \$450,000.

APPROVED AS TO FORM AND LEGALITY:  
GENERAL COUNSEL

---

By: Assistant/Deputy

PASSED AND ADOPTED by the Board of Port Commissioners of the San Diego Unified Port District, this 11<sup>th</sup> day of February 2020, by the following vote: