

VIDEO TAPE PURCHASE FOR WYCC – CH 20  
DALEY COLLEGE

## THE CHANCELLOR

## REPORTS

that there is an emergency need to purchase a substantial amount of new videotape for WYCC through the end of the fiscal year; the purchase of new equipment at the station's master control area requires a conversion of our shows that currently exist on older ¾" tape format to the new Digital Beta format; there are also additional tape needs to download PBS telecourses and for the production of other programs and specials that are to air this year; the programming staff has indicated that we will need to order approximately \$60,000 in new videotape through the end of the fiscal year to meet the additional demand; and

that approval is recommended to purchase the needed tape supplies through The Tape Company, Wood Dale, IL; this firm has been a low bidder on these supplies in previous CCC bids; in addition, The Tape Company is State of Illinois approved contract vendor for tape supplies and we have purchased from them through the State contract in the past.

## THE CHANCELLOR

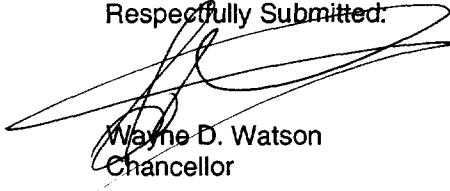
## RECOMMENDS

that the Board of Trustees approves the issuance of a purchase order on an as-needed basis to The Tape Company, Wood Dale, through June 30, 2001 for an estimated total cost of \$60,000.00 for the purchase of videotape supplies for WYCC.

## FINANCIAL

As Needed – Est. \$60,000 – CG01090

Respectfully Submitted.

  
Wayne D. Watson  
Chancellor

February 1, 2001

January 12, 2001

## MEMO

To: Kevin Fair, Purchasing Department  
From: William Alvelo, General Manager, WYCC-TV  
Re: Tape Company Purchase Orders justification

Channel 20 needs to have Purchase Orders for tape stock from the Tape Company approved quickly due to the needs of the station. Our Programming department needs to download a substantial amount of PBS telecourses.

This involves receiving the satellite feed for these programs at the times that PBS has scheduled available for download from the satellite system. Programming personnel will need to commit to these times in order to get them taped. This means that we need to have these tapes in our possession when we commit to satellite feeds through our PBS ProTrack service. The delay in getting these tapes ordered has meant missing satellite feeds that, in some cases, do not repeat for weeks at a time.

At the current pricing of these tapes, which currently is \$34.51 per 3-hour tape, a 300-tape order will cost \$10,359.00. Programming indicates that they will need this order every 3-4 weeks for the next few months in order to tape all the telecourses.

WYCC-TV has \$100,000.00 budgeted for FY2001 for tape stock:  
Programming - \$45,000.00  
Production - \$55,000.00

Additionally, with the addition of new equipment for our Master Control, Programming will need to convert our shows that currently exist on our older, soon-to-be-phased-out  $\frac{3}{4}$ "-inch tape format over to the Digital Beta format. We have re-evaluated our timeline for conversion of our programs from the older format to the new one because of the delay with these POs. We briefly considered dubbing, but the quality of the programs would come out poor and would not be suitable for broadcast. The transitioning of our library of programs has been delayed, therefore, since we cannot commit to feeds until we have these tapes.

Our Production department also will need tapes for production of "Small Talk", "Ben Around Town", and a number of other programs and specials that are to air this year. The tapes need to be ordered quickly to be readily available for these feeds.

As you know, The Tape Company is a state-approved vendor for unrecorded videotapes, so we hope that this will speed up the Purchase Order approval process.

William Alvelo  
General Manager, WYCC-TV

