

RESOLUTION NO. 2025 – _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN CARLOS
AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT FOR
PROFESSIONAL SERVICES WITH KINGSTON MEDIA FOR VIDEO SERVICES FOR THE
CITY CENTENNIAL (C2309) IN THE AMOUNT OF \$104,500 AND AUTHORIZING THE
EXPENDITURE OF CONTINGENCY OF \$10,000 FOR THE TOTAL CONTRACT AMOUNT
NOT TO EXCEED \$114,500.**

WHEREAS, the City Council appropriated \$1,000,000 in the Capital Improvement Program Budget for all celebrations and projects for the centennial; and

WHEREAS, one of the City Council's 2024 strategic goals was to work with the Centennial Advisory Committee and engage with the community to plan for the City's centennial celebrations; and

WHEREAS, in monthly meetings held with the City Centennial Advisory Committee, many ideas were shared on how the community could celebrate the centennial including a historical project to update the book *"San Carlos Stories: An Oral History for the City of Good Living"* by Linda Garvey; and

WHEREAS, the historical documentary celebrating the City's centennial will blend extensive interviews, cinematic b-roll, historic photos and footage, and scripted voiceovers to tell the story of our community; and

WHEREAS, the documentary will guide viewers through the history of San Carlos from incorporation, through WWII, life in the final decades of the 20th Century, and the transformation of San Carlos throughout the 21st Century; and

WHEREAS, additionally, staff recommends a recap video be created capturing both City of San Carlos and community celebrations throughout the centennial year; and

WHEREAS, the last City-hosted centennial event planned for November 15, 2025 will be "Centennial Wrapped: A Year in Review" where the City will show both of these films at Burton Park; and

WHEREAS, events to be highlighted in the review film include the City Council meeting of the 100th anniversary proclamation presentation, neighborhood block parties, Day of Service, Senior Prom, Hometown Days weekend celebrations, Back to the 20s Youth Center Dance, Music in the Park, Centennial Birthday Party in Burton Park, Art & Wine Faire, burying of the new time capsule, centennial mural painting, Flying Gatsby Ball at Hiller Aviation Museum, and other celebrations; and

WHEREAS, Kingston Media has a 20 years' experience producing videos of impactful stories throughout the Bay Area for businesses, government agencies, non-profits and educational institutions; and

WHEREAS, Kingston Media completed the centennial video for the town of Colma and bicentennial video for the City of Redwood City; and

WHEREAS, given the extensiveness of Kingston Media's experience, particularly their experience with centennial documentaries, staff recommends that the City Council approve a sole source agreement for professional services with Kingston Media.

NOW, THEREFORE BE IT RESOLVED, that the San Carlos City Council hereby authorizes the City Manager to execute an agreement for professional services with Kingston Media for the City centennial (C2309) in the amount of \$104,500 and authorize the expenditure of contingency in the amount of \$10,000 for the total contract amount not to exceed \$114,500.

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I, City Clerk Crystal Mui, hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the City Council of the City of San Carlos at a scheduled meeting thereof held on the 10th day of February 2025, by the following vote:

AYES, COUNCILMEMBERS:

NOES, COUNCILMEMBERS:

ABSENT, COUNCILMEMBERS:

CITY CLERK of the City of San Carlos

APPROVED:

MAYOR of the City of San Carlos