

Agreement with On-Camera Production Services

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This Video Production Agreement is made effective as of April 19, 2026 (the "Effective Date") by and between On-Camera Productions and the City of Burlingame.

Description of Services Beginning on April 19, 2026 through April 19, 2028, On-Camera Productions will continue to provide to the City of Burlingame weekly Two-Camera LIVE Telecast/Webcast services of public meetings.

Performance of Services On-Camera Productions will provide live video operation for City Council Meetings at 7:00 pm each 1st and 3rd Monday in the calendar month, City Planning Commission Meetings each 2nd and 4th Monday in the calendar month, and Traffic, Safety & Parking Commission Meetings at 7:00pm each 2nd Thursday in the calendar month. On-Camera Productions will utilize the existing remote cameras / switcher and will maintain the same standards and pricing as has been provided in recent years. OCP can be available for additional meetings upon request.

Lee Thompson, of On-Camera Productions will continue to attend when necessary, any pertinent discussions on technical matters with other service providers or any other vendors associated with the overall infrastructure of the telecast/webcast at no additional cost to the city. All the past terms and conditions remain the same.

As such time that Lee Thompson cannot attend the meetings for any reason, he will provide a production experienced and competent substitute for the evening of each City Council or Planning Commission, or TSPC meeting.

Payment City of Burlingame agrees to pay On Camera Productions, a base of \$ 395 per meeting in consideration for continued services to be rendered by On-Camera Productions.

As has been the case, the City of Burlingame will pay On Camera Productions an additional \$ 65 in 1/2 hour increments past the hour of 9pm if applicable.

On-Camera Productions will set aside in advance all Monday evenings to cover the City Council and Planning Commission meetings noting that there are no gatherings on any 5th Monday in a given calendar month. If a Monday falls on a holiday, services for the next calendar business evening will commence and On Camera Productions will reschedule for that evening.

Any other video recording outside the normally scheduled meetings will be handled separately, and will be invoiced accordingly depending on services rendered.

Relationship of Parties It is understood by the parties that On Camera Productions is an independent contractor with respect to the City of Burlingame.