

Meeting Date: 01/06/2020

Recommended Steven Weaver, Deputy City Manager
by:

Prepared by: Steven Weaver, Deputy City Manager

Finance Rob Sweeney

Director

Review:

City Attorney Brett Wallace

Review:

Approved by: Larry Rains

Date 12/17/2019

Submitted:

Type of Ordinance

Action

Requested:

SUBJECT:

Award contract for Audio/Visual upgrades to the Council Chambers and Production Room.

RECOMMENDATION:

Staff recommends the Mayor and City Council award a contract with Audio Visual Innovations, Inc formerly called Digital Video Networks for upgrades to the audio/visual in the council chambers and production room in the amount of \$131,024.03.

DISCUSSION:

Staff advertised for a request for qualifications(RFQ) back in June 2019 with a response date of July 8, 2019. The City received qualifications from four different firms. A committee consisting of employees from the PIO, City Clerk, IT, and City Manager office interviewed the four firms and selected Audio Visual Innovations (AVI) as the firm that the committee felt had the most experience in upgrading council chambers. Staff met with AVI several times and developed a scope of work that would meet the needs related to A/V in the council chambers and the production room. Some of the key items that we wanted addressed: (1) audience members have difficult viewing and hearing presentations; (2) new dias monitors and microphones; (3) easier set up in giving presentations; (4) timer at the podium; (5) system for calling into City Council meetings; and (6) complying with ADA standards. This contract addresses all of these key items by installing a high quality

projector that will be mounted near the crow nest and will project on the screen that will go half way down. This will allow everyone in the audience to see clearly the presentations and not be down so low as to obstruct the council's view. Speakers will be installed on the side of the walls that will provide optimal hearing. Crestrons that will help with the audio and visual connections will be installed at each staff table and one in the crows nest. All monitors and microphones will be replaced along with a mixer in the crows nest to allow for the ability to increase or decrease mic volumes. There will be a cordless microphone at the podium to allow people that cannot stand at the podium to address the council. There will also be some upgrades to the production studio in the crows nest.

FISCAL IMPACT:

This project was an approved Capital Improvement project with a budget of \$150,000. The contract is for \$131,024.03.

ALTERNATIVES:

Make changes to the contract

Reject contract