

TO: James L. App, City Manager
FROM: Doug Monn, Public Works Director
SUBJECT: Contract Award for City Council Room Audio Video and Control Systems Upgrade
DATE: November 18, 2008

NEEDS: For City Council to consider awarding a contract to A-Town Media Group to address the City Hall Council Audio Video and Control Systems (AV).

- Facts:**
1. The existing AV system was installed as part of the 1995 construction of the City/Hall Library complex.
 2. Many of the system components are non-functional (overhead projector, screen, blinds etc).
 3. The thirteen (13) year old components are obsolete and cannot be repaired or integrated with today's technology, therefore the system must be replaced rather than repaired.
 4. Staff worked with a professional firm to design a modern comprehensive replacement AV system and the appropriate bid specifications.
 5. The City advertised for bids and distributed eight packets interested parties. The City received a single bid of \$109,472.68 (see attached) from A-Town Media Group. Staff has reviewed the bid and concluded the bid received from A-Town Media meets the specifications and is the lowest responsive bid for this work.
 6. Staff has worked with A-Town Media, to develop a list of four possible options (ranging from a simple replacement of the sound system up the installation of a modern comprehensive system) for Council consideration. These four options are listed in the attached document.

**ANALYSIS &
CONCLUSION:**

City Hall/Library Conference Room serves as a meeting place for the City Council, Planning Commission and various groups. The current AV system was installed in 1995 and has undergone several attempted "fixes" over the years as the original components failed. Presently ninety percent (90%) of the system is non-functional. Award of the contract would result in installation of an up-to-date system.

The bid submitted by A-Town Media will effectively meet the needs of Council meetings and other functions held in the Conference room.

A list of four options has been prepared for Council consideration. A-Town Media has indicated its willingness to install any one of the four options presented.

POLICY

REFERENCE: Purchasing and Payment Procedures Manual.

FISCAL

IMPACT: If approved the funds would be allocated from the Facility Repair Fund. The fund currently has an unencumbered balance of approximately \$380,000. However, the General Fund expenditures are forecast to exceed revenue in FY09 by \$797,000. These funds may be needed for other priority repairs (example – ADA warning devices at Amtrak Stop) and/or to cover underfunded general service obligations.

OPTIONS: a. Adopt Resolution No. 08-xx authorizing the City Manager to enter into a contract with A-Town Media on one of the options listed below:

1. Replacement of sound system only with ability to transmit to KPRL and record meetings at the cost of \$24,000; or
2. Replacement with system components roughly equivalent to the existing system at the cost of \$50,000; or
3. Replacement and upgrade of key system design components (add 2nd projector and east wall screen) within the Council Chamber at the cost of \$72,000; or
4. Total replacement and upgrade (Council monitors, video streaming, Lobby flat screen TV, & speakers) of the Council Room Audio Video & Control systems at the cost of \$109,472.93.

b. Amend, modify, or reject the above option.

Prepared by: Dennis Fansler

Attachments (3)

- 1) Project options
- 2) Bid summary
- 3) Resolution

RESOLUTION NO. 08-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PASO ROBLES
APPROPRIATING FUNDS AND AWARDED A CONTRACT TO A-TOWN MEDIA GROUP
FOR A CITY COUNCIL ROOM AUDIO VIDEO AND CONTROL SYSTEMS (AV) UPGRADE.

WHEREAS, the existing AV system was installed during the 1995 construction of the City Hall/Library complex; and

WHEREAS, presently ninety percent (90%) of the system is non-functional (overhead projector, screen, blinds etc.); and

WHEREAS, as a result of age the system components are obsolete and cannot be repaired or integrated with today's components. Therefore the system must be replaced rather than repaired; and

WHEREAS, staff worked with a professional firm to design a modern comprehensive replacement AV system; and

WHEREAS, the City advertised for bids for a new AV system; and

WHEREAS, one (1) bid containing four options has been received; and

WHEREAS, the bid options were reviewed and deemed responsive; and

WHEREAS, City Council was presented the four options, selecting option ____

THEREFORE, BE IT RESOLVED AS FOLLOWS:

SECTION 1. The City Council of the City of Paso Robles does approve a supplemental budget appropriation from the City Facility Repair Fund in the amount of \$_____ to budget account 119-310-5221-175; and

SECTION 2. The City Council does hereby award contracts to A-Town Media Group for City Council Room Audio Video and Control Systems upgrade for \$_____ and authorizes the City Manager to execute the contract.

PASSED AND ADOPTED by the City Council of the City of Paso Robles this 18th day of November 2008 by the following votes:

AYES:
NOES:
ABSTAIN:
ABSENT:

ATTEST:

Frank R. Mecham, Mayor

Deborah D. Robinson, Deputy City Clerk



Paso Robles City Council Room AV Upgrade Options

Additional options for council room audio/video system replacement and upgrade. These are adjustments to the original design & bid.

1) Sound System Replacement - \$24,000

- a. Expandable, automixing sound system
- b. Audio inputs
 - i. Existing desktop mics
 - ii. 2 wireless handhelds
 - iii. CD playback
 - iv. Radio station tuning
 - v. Auxiliary input (iPod) at equipment rack
- c. Audio Recording & Output
 - i. Recording to flash drive
 - ii. Live output to radio station (as existing)
- d. All control in back of room at equipment rack
 - i. System volume, Light presets, Open/close shades

2) Original System Functions - \$50,000

- a. Same audio replacement as option #1 plus:
- b. Projector replacement/upgrade
- c. Video display:
 - i. DVD playback
 - ii. VHS playback
 - iii. 1 laptop feed (with audio)
 - iv. Document scanner feed
- d. Basic remote control from handheld wireless remote
 - i. Volume, Lights, Shades, Screen, Playback and Video Source

3) 2 Screen & Control System Upgrade - \$72,000

- a. Same audio & video as option #2 plus:
- b. 2nd projector & screen on east wall
 - i. Ability to show 2 different inputs
- c. 2nd laptop feed (with audio)
- d. Wireless touch screen control with expandable control system

4) Complete system upgrade as original bid - \$109,500

