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**Title:** CONSIDERATION OF APPROVAL OF CONTRACT FOR UPGRADED CITY COUNCIL CHAMBER AUDIOVISUAL SYSTEMS AND EQUIPMENT WITH WESTERN A/V DBA WESTERN AUDIO VISUAL & SECURITY (CITY COUNCIL)

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**Attachments:** 1. Exhibit No. 1 - Contract with Western A/V DBA Western Audio Visual & Security, 2. Exhibit No. 2 - Original Bid, 3. Exhibit No. 3 - Revised Bid

Date	Ver.	Action By	Action	Result
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**Report to Mayor and City Council**

Tuesday, April 02, 2024

Consent

**SUBJECT:**

**CONSIDERATION OF APPROVAL OF CONTRACT FOR UPGRADED CITY COUNCIL CHAMBER AUDIOVISUAL SYSTEMS AND EQUIPMENT WITH WESTERN A/V DBA WESTERN AUDIO VISUAL & SECURITY (CITY COUNCIL)**

**I. SUMMARY**

On December 1, 2023, the Purchasing Division released a Request for Proposals for an Audiovisual System for the Carson Council Chambers. All bidders attended a mandatory Bidder’s Site Walk on December 11, 2023. The City Council Chambers Audiovisual project includes upgrades to all components of the Council Chambers Audiovisual System, including Display System, Signal Distribution and Switching System, Audio System, Broadcast System, and Broadcast Control Room.

Display System upgrades include equipment and installation of an LG 110” LED display, twelve (12) 22” touchscreens at each dais position and the podium, (11) digital name plates at each dais position enabling accurate name and title for boards and commission meetings. Signal Distribution and Switching System upgrades include four (4) staff executive bullpen HDMI inputs, (1) public podium with annotation, broadcast feed, agenda display server, control room web conferencing computer, and Clickshare wireless

presentation gateway. Audio System will include installation of twenty-four (24) custom gooseneck microphones, installation of three (3) Digital Signal Processor systems to handle all audio routing, echo cancellation, and audio processing, installation of (11) decora style loudspeakers at each position of the dais, and a new Assisted Listening System to be in compliance with ADA law. Broadcast System includes installation of seven (7) PTZ cameras, and new multiview monitors for the Broadcast Control Room. Control System includes installation of two (2) 22" touchscreens to provide ease of control of AV system from executive bullpen and City Clerk position. A new custom ADA compliant podium with motorized adjustment lift will be installed to assist residents and staff with different mobility requirements during comments and presentations.

City Council Executive Conference Room audiovisual upgrades include installation of a Meeting Room Digital Signal Processor with 4 integrated PoE+ ports, conferencing camera, and C-10 wireless presentation gateway to provide ease of use and real-time audiovisual feeds during Council Meetings.

The RFP closed on December 21, 2023, and three (3) proposals/bids were received from qualified Audio-Visual firms in Southern California. Western A/V was selected as the best bidder to provide the Audio-Visual equipment and installation for the City's Council Chambers AV System Upgrade. Western A/V has completed an extensive list of Council Chambers Audiovisual Projects for southern California municipalities and public agencies including, City of Cerritos, Buena Park, Carlsbad, Santa Barbara, West Hollywood, Temecula, Orange, Rancho Mirage, and County of San Bernardino. Staff's outreach to client list representatives provided positive feedback on the quality of the audiovisual system, project management during installation, quality of work, and technical expertise of vendor staff for maintenance and support.

## **II. RECOMMENDATION**

1. APPROVE the proposed Public Works Agreement with Western A/V, a California corporation (DBA Western Audio Visual & Security), for audiovisual system equipment purchase and installation, 5-year software license, 5-year maintenance, support and associated services for an amount not to exceed \$542,444.57 (Exhibit No. 1; Contract"); and
2. AUTHORIZE the Mayor to execute the Contract after approval as to form by the City Attorney.

## **III. ALTERNATIVES**

TAKE another action the City Council deems appropriate.

## **IV. BACKGROUND**

The City of Carson is in the process of upgrading the City Council Chambers Audiovisual System. The selected vendor will design, procure, install and maintain a new audiovisual

system. The audiovisual system will include features and functionality to be software-based for operational controls and include aspects of workflow automation functions for live meeting processes. The Council Chambers AV System includes an upgrade of the adjacent City Council Conference Room to enable real-time video and audio feed from City Council Chambers, with an easy-to-use high quality conference management system.

On December 1, 2023, the Purchasing Division released a Request for Proposals (RFP No. 23-050; available for review upon request) for an Audiovisual System for the Carson Council Chambers. All bidders attended a mandatory Bidder's Site Walk on December 11, 2023 for questions and answers, documenting the current state of audiovisual system and existing components to provide vendors required information to submit their proposal.

The proposal/bid opening was held in the City Clerk's Office on December 28, 2023. There were three (3) bid responses. A temporary City Council Chambers Audiovisual System Committee was formed to evaluate, interview, and rank the bidders. The bid/proposal submitted by Western A/V, as revised following negotiation pursuant to Carson Municipal Code Section 2611(b)(4) and (c) (Exhibit No's. 2-3), was chosen by the City's Internal City Council Chambers Audiovisual System Committee as the recommended vendor, and forms the basis of the proposed Contract. Staff's due diligence determined that Western A/V meets all RFP requirements, City's contractual terms and conditions, and the selection was made in compliance with Section 2611(c) of the City's Purchasing Ordinance which permits the City to award professional services contracts based on demonstrated competence, the professional qualifications necessary for satisfactory performance of the required services, and a fair and reasonable price. Western A/V's proposed costs are reasonable and within the City's budget at \$436,656.57 for equipment and install costs, \$11,028.00 for software implementation costs, \$57,375.00 for a 5-Year extended warranty on audiovisual equipment, and \$37,385.00 for software licenses and maintenance costs payable at time of purchase, for a total cost of \$542,444.57.

## **V. FISCAL IMPACT**

The cost associated with the 5-year contract with Western A/V is not to exceed the amount of \$542,444.57. The one-time equipment and installation costs of \$436,656.57, one-time software implementation costs of \$11,028.00, 5-year software license and maintenance cost of \$37,385.00 payable one-time at completion of software installation, and a 5-year extended warranty on audiovisual equipment of \$57,375.00 comprise the total not to exceed amount. PEG funds of \$398,707 will be used to fund the majority of the contract costs, with the remaining \$143,737.57 funds to be paid from the existing FY2023-24 ITS Department budget.

## **VI. EXHIBITS**

1. Contract with Western A/V DBA Western Audio Visual & Security (Pgs. 4 - 47)
  2. Western A/V Original Bid/Proposal (Pgs. 48 - 115)
  3. March 7, 2024 Bid/Proposal Revision (Pgs. 116 - 124)
- 1.

Prepared by: Gary Carter, Director, Information Technology & Security Department