



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

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Legislative File No: 2013-0120 Version 2

TO: Mayor and City Council Members

FROM: Jason Dale, Media Communications Coordinator

DATE: November 11, 2013

SUBJECT: Technology and Acoustics Upgrade for Auditorium and Media Control Room

REQUEST:

City Council is requested to authorize the purchase of equipment, software, and professional services for technology and acoustic upgrades for the auditorium and media technology in the amount of \$237,439.90 with a 10% project contingency in the amount of \$23,743.99 for any additional quantity adjustments, electrical or cabling that may be discovered during project construction for a total not-to-exceed amount of \$261,183.89. This project will involve the updating of microphones, switchers, auditorium presentation technology, media production equipment and cameras, related software, and necessary professional services to complete the project.

REASON FOR PURCHASE:

In January of 2012, City Council requested that solutions to the acoustical and technology issues the City has been experiencing be explored. To address the concerns identified by City staff and City Council the City entered into an agreement with an acoustical consultant in 2012 to review the City's current technology setup in both the auditorium and media control room and recommend improvements to address the issues identified.

The City issued Request for Proposals for Auditorium AV System and Video Production Systems utilizing the MITN system for this project. Over 200 vendor vendors were notified and two proposal responses were received. The City interviewed both companies in order to better understand the technical solutions they were proposing. Based on the proposal responses and interview Advanced Lighting and Sound was selected as the vendor providing the best value proposal and solution for the products and services needed.

Media technology in the United States underwent a significant migration from analog to digital in 2009. The City has not upgraded their equipment in order to meet the requirements of this migration, instead opting to get by with analog equipment as long as some support could be found. The City is now at a point where it is difficult to find technical support for the equipment they have and it is beginning to have a negative impact on the City's ability to provide quality information to the public.

A CIP was created in February of 2012 to address the raised concerns and to also update the City's aging, non-supported media equipment. This project is proposed to be funded utilizing the annual PEG fees paid to the City by cable companies operating in the City. These fees are restricted by law to only be used by cities for capital broadcast equipment or facilities.

PROCESS:

Vendor Name and Address:

Advanced Lighting and Sound
1026 Maplelawn
Troy, MI 48084

Reason for Selection:

Best Value Proposal

Method of Purchase:

Blanket Purchase Order

BUDGET:

This project (IS-19 / Auditorium Media Upgrade) was included in the 2013-2018 CIP with an estimated project cost of \$300,000.

The FY 2013 Adopted Budget included funding only for the replacement of critical aging AV/Media infrastructure equipment identified by staff as needing to be replaced regardless of any auditorium acoustic or media technology upgrades identified by an Acoustical Consultant.

Administration decided that once the Acoustical Consultant performed their assessment, presented their findings and recommendations to City Council for direction, and the scope of the project was decided – then a more accurate project cost could be determined. If approved by City Council, Fiscal shall bring forth the appropriate 4th Quarter Budget Amendments.

As previously mentioned, it is proposed to fund this project by utilizing PEG fees paid to the City by cable companies operating in the City. These funds are restricted to only be used by cities for capital broadcast equipment or facilities. This project is an allowable use of this funding source.

Fund Name	Department Account No	Account No. Description	Remaining Budget Amount	Cost	Remaining Budget
Facilities	631.977000	Capital Equipment	\$47,125	\$261,183.89	(\$214,058.89)

RECOMMENDATION:

It is recommended that City Council authorize the purchase of equipment, software, and professional services for technology and acoustic upgrades for the auditorium and media technology for a blanket purchase order in the amount of \$237,439.90 with a 10% project contingency in the amount of \$23,743.99 for any additional quantity adjustments, electrical or cabling that may be discovered during project construction for a total not-to-exceed amount of \$261,183.89.

APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Budget Content: Finance Director		

Purchasing Process: Supervisor of Procurement		
Mayor		
City Council Liaison		