




MEMORANDUM

Date: November 9, 2023

To: Honorable Mayor and Commissioners

Via: Albert P. Childress
City Manager 

From: David Monroe
Information Technology Director

Subject: **Commission Chambers Upgrade**

Introduction

Upgrade the audio-video routing control equipment and software in Room 124, City Commission Chambers, by replacing the current system. The new system leverages industry-standard network infrastructure for video data transmission, eliminating the need for proprietary cabling. This enhancement not only simplifies connectivity but also enhances the video quality for both broadcast and playback.

Background

The current audio-video routing system in place, during its design and installation in 2015-2016, adhered to industry standards. However, the equipment has now reached the end of its operational life. Its age has led to issues with component reliability, hardware failures, and lack of software support, making it impossible to source replacements or receive technical assistance.

In contrast, the proposed system represents a substantial leap in terms of advancement, flexibility, upgradability, and longevity.

The planned upgrade includes:

- Comprehensive professional services, including project management, engineering, design, fabrication, installation, and the adaptation and integration of the existing broadcast system.
- Utilization of state-of-the-art, dependable professional digital video switching components.
- Enhanced management software for audio and video routing and control.
- Updated touch-panel control in the AV rack allowing better source switching.
- Introduction of a wireless control panel within the chamber for staff, featuring a user-friendly interface for seamless operation.
- Deployment of advanced network devices to ensure robust management and connectivity.

- Reduction in the number of equipment units within the control booth, streamlining operations.
- Access to 24x7x365 elite support, offering unlimited technical assistance and on-site technician dispatch when needed and Integration of cloud-based remote support for enhanced system maintenance and troubleshooting.

Procurement

ARPA infrastructure funds in the amount of \$133,970.24 will be used for this purchase if approved. The purchasing mechanism for the equipment will be The Interlocal Purchasing System (TIPS), contract number 200904 (Audio Visual Equipment, Supplies, and Services).

Recommendation

The City Manager's Office recommends the Mayor and Commission approve the resolution authorizing the City Manager to execute documents and authorize the purchase of equipment and services needed for upgrading the Commission Chamber systems.