



**Board Administrative Committee  
December 9, 2019**

**SUBJECT:**

Approve and Authorize an Award for a Board Room Electronics Upgrade in an Amount Not to Exceed \$135,000

**BACKGROUND:**

The current audio control system (AMX) used in the District Board Room is obsolete and replacement hardware can no longer be sourced from the manufacturer. The original design did not incorporate an acceptable acoustic design for comfortable listening by board room attendees and video displays sizes are small. Staff recommends replacing the audio and video system with modern energy efficient components that will improve mobility in the room, increase the size of video displays for readability, and install audio services for improved listening. The proposed solution offers optional audio and video streaming services for board room presentations.

The District released a Request for Proposals (RFP) for a Board Room Electronics Upgrade on July 22, 2019. The RFP requested proposals from qualified firms to provide hardware, integration, programming, and training services necessary to complete a turn-key update for the District’s aging Board Room technology. The District received ten proposals, and three vendors were short-listed for reference checks and interviews. Using predetermined selection criteria, vendor rankings were as follows:

<b>Finalist</b>	<b>Rank</b>	<b>Initial Proposal Cost (with 1-yr. support)</b>
Western Audio Visual	1	\$98,000
Cashel (Integrated Media Systems)	2	\$106,000
Sunset Audio Visual	3	\$54,000

Western Audio Visual provided the most complete proposal and also demonstrated a thorough understanding of the District’s goals. Key Western Audio Visual differentiators were adherent to the District’s desired support agreement terms, a solid project management and documentation process, and submitting a design and approach that addressed all needs as outlined in the RFP. Western Audio Visual was also among a select few proposers that identified the need for the District to replace the current wireless microphone system due to recent regulatory changes.

**FINANCIAL IMPACT:**

Funding for this item is provided for in the Operating Fixed Assets Budget for Fiscal Year 2019-20.

**STRATEGIC PLANNING GOAL/OBJECTIVE:**

**Technology:** Implement industry-leading billing, communication, and other service deployment technologies that simplify and improve the customers' experience with EMWD while also improving efficiency.

**ENVIRONMENTAL IMPACT:**

None

**RECOMMENDATION:**

Approve and authorize the General Manager or his designee to execute a contract with Western Audio Visual in the amount of \$105,323 for a Board Room electronics upgrade, with a total not-to-exceed project budget of \$135,000.

**SUBMITTED BY:**



Paul D. Jones II, P.E., General Manager

11/27/2019



Laura Nomura, Deputy General Manager

11/26/2019

**Attachment(s):**

*Presentation*

12/11/19 Board Meeting

Staff Contact: Mike Malone