



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item:	2017-2018 City Council Chambers Audio/Video Update Project		
Presenter & Title:	Peter I. Collins, Information Technologies Manager		
Date:	04/04/2018		
Please Check Appropriate Box:			
<input checked="" type="checkbox"/>	Committee of the Whole Meeting	<input type="checkbox"/>	Special Committee of the Whole Meeting
<input checked="" type="checkbox"/>	City Council Meeting	<input type="checkbox"/>	Special City Council Meeting
<input type="checkbox"/>	Public Hearing	<input type="checkbox"/>	Other -
Associated Strategic Plan Goal/Objective: <i>Vision 5, Goal C: Manage City resources and assets to effectively and efficiently deliver core services, provide for capital investment and meet community needs and desires.</i>			
Estimated Cost: \$38,527.79		Budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Other Funding? <input type="checkbox"/> Yes <input type="checkbox"/> No
If "Other Funding," please explain how the item will be funded:			
Executive Summary:			
As allowed for in Geneva's 2017-2018 Fiscal Year Budget, Information Technologies staff solicited bids for the update and installation of City Council Chambers broadcast cameras and controls.			
Attachments: <i>(please list)</i>			
<ul style="list-style-type: none"> • Memo, Resolution & Bid Reply 			
Recommendation / Suggested Action: <i>(how item should be listed on agenda)</i>			
I.T. Division requests and respectfully recommends that the Geneva City Council approve the City Council Chambers Audio/Video Update Project bid from Procom, Inc. in the amount of \$38,527.79			

RESOLUTION NO. 2018 29

**RESOLUTION AUTHORIZING EXECUTION OF
FY 2017-2018 City Hall Council Chambers Audio/Video Update Project**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GENEVA, KANE COUNTY, ILLINOIS, as follows:

SECTION 1: That the City Administrator is hereby authorized to execute, on behalf of the City of Geneva, **FY 2017-2018 City Hall Council Chambers Audio/Video Update Project** with Procom, Inc. in the amount of \$38,527.79, in the form attached hereto at Exhibit "A".

SECTION 2: This Resolution shall become effective from and after its passage as in accordance with law.

PASSED by the City Council of the City of Geneva, Kane County, Illinois, this 16th day of April, 2018

AYES: __ NAYS: __ ABSENT: __ ABSTAINING: __ HOLDING OFFICE: __

Approved by me this ____ day of _____, 2018.

Mayor

ATTEST:

City Clerk

Memo

To: Stephanie Dawkins, City Administrator
From: Peter I. Collins, Information Systems Manager
CC: **Mayor Burns and Geneva City Council**
Date: **04/04/2018**
Re: City Hall Council Chambers Audio / Video Update Project

As allowed for in Geneva's 2017-2018 Fiscal Year Budget, Information Technologies staff solicited bids for the update and installation of HD broadcast cameras and controls in the City Hall Council Chambers. Bid documents were posted to the City website.

Based on responses from the vendors submitting bids, see below the following subtotal amounts:

Fathom Media, Inc. - \$31,521.74
Five-Star Audio Visual, Inc. - \$34,014.00
Procom, Inc. - \$38,527.79
VSA Chicago - \$44,231.00

After receiving vendor bids and undertaking a technical review of the received proposals, it was determined that the lowest responsible bidder was Procom, Inc.

This purchase will be funded from the P.E.G. Capital Projects budget (240.40.42.95-835).

STAFF RECOMMENDATION: In consideration of the above information and after careful review of the submitted bid proposals, I would request and respectfully recommend that the Geneva City Council approve the bid of Procom, Inc. in the amount of \$38,527.79

cc: Stephanie Dawkins, City Administrator
Mitch Radman, Information Technologies Technician

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QUOTATION

Date: 3/28/18
Prepared For: City of Geneva
Project: Audio/Visual System Upgrade Quote

REQUESTED BY	SHIPPED VIA	TERMS
Peter Collins	Procom Truck	Per Bid

QUANTITY	DESCRIPTION	AMOUNT
Lot	Associated Labor to Remove (3) Existing Camera	
4	Vaddio RoboSHOT 20 UHD PTZ Camera	
4	Vaddio Partially Recessed Camera Mount & Enclosure	
Lot	Associated Cable, Hardware, Installation, Setup, & Testing of Cameras	
Lot	Associated Labor to Remove Existing Camera Power Supply	
4	Vaddio POE++ Midspan Injector w/Rack Shelf	
Lot	Associated Cable, Hardware, & Labor to Install POE++ Injectors & Tie Into New Camera Power Feed	
Lot	Associated Labor to Remove Existing Pelco Camera Controller, Multiplexer, FSR A/V Switcher, & Funai DVD/VCR	
	SUBTOTAL	\$ Continued
	TAX	\$ N/A
	SHIPPING AND HANDLING	\$ Inc.
	TOTAL DUE	\$ Continued

If you have any questions concerning this quotation, call: Keith Spale

CONTRACT ACCEPTANCE

Authorized Signature: _____ Date: _____

THANK YOU FOR YOUR BUSINESS!

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QUOTATION

Date: 3/28/18
Prepared For: City of Geneva
Project: Audio/Visual System Upgrade Quote

REQUESTED BY	SHIPPED VIA	TERMS
Peter Collins	Procom Truck	Per Bid

QUANTITY	DESCRIPTION	AMOUNT
1	Vaddio ProductionVIEW HDSDI-MV Video Controller	
Lot	Associated Cable, Hardware, & Labor to Install Video Controller & Tie Into New Camera Feeds	
Lot	Associated Labor to Remove Existing Camera Monitor	
1	Vaddio TeleTouch 22" Preview Monitor/Controller	
Lot	Associated Cable, Hardware, & Labor to Install Preview Monitor & Tie Into New Video Controller	
Lot	Associated Labor to Remove Existing FSR Downscaler	
1	Liberty HD-15 to HDMI Upscaler w/Rack Shelf	
1	Intelix 1 In/2 Out HDMI DA	
1	Linkbridge HDMI Audio Embedder	
SUBTOTAL		\$ Continued
TAX		\$ N/A
SHIPPING AND HANDLING		\$ Inc.
TOTAL DUE		\$ Continued

If you have any questions concerning this quotation, call: Keith Spale

CONTRACT ACCEPTANCE

Authorized Signature: _____ Date: _____

THANK YOU FOR YOUR BUSINESS!

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QUOTATION

Date: 3/28/18
Prepared For: City of Geneva
Project: Audio/Visual System Upgrade Quote

REQUESTED BY	SHIPPED VIA	TERMS
Peter Collins	Procom Truck	Per Bid

QUANTITY	DESCRIPTION	AMOUNT
1	Gefen HDMI to Composite Video Down Converter	
1	Gefen Composite Video to HDMI Up Scaler w/Rack Shelf	
1	AJA HELO Streaming Appliance	
Lot	Associated Cable, Hardware, & Labor to Install A/V Equipment Detailed Previously & Tie Into New & Existing Components as Necessary	
SUBTOTAL		\$ 38,527.79
TAX		\$ N/A
SHIPPING AND HANDLING		\$ Inc.
TOTAL DUE		\$ 38,527.79

If you have any questions concerning this quotation, call: Keith Spale

CONTRACT ACCEPTANCE

Authorized Signature: _____ Date: _____

THANK YOU FOR YOUR BUSINESS!