

TOWN *Of* **PARADISE VALLEY**



STAFF REPORT

TO: Mayor Bien-Willner and Town Council Members

FROM: Jill Keimach, Town Manager
Duncan Miller, Town Clerk
Kathy Fernandez, CIO

DATE: June 9, 2022

DEPARTMENT: Administration, IT

Duncan Miller, 480.348.3610

Kathy Fernandez, 480.348.3672

AGENDA TITLE:

Approval of Contract with E1 Audiovisual Technologies for the Council Chambers AV Upgrade.

RECOMMENDATION:

Staff recommends Town Council approval of CON-22-210-IT to authorize the Town Manager to execute a contract with E1 Audiovisual Technologies not to exceed \$370,000.00 and to waive the 14-day wait period to sign the agreement.

SUMMARY STATEMENT:

The main components of the current AV infrastructure in Town Hall are 10 years old and have surpassed the manufacturer support term. Over the last two years we have experienced hardware failures and other malfunctions that have caused service outages and/or disruption. To sustain normal operations, staff has used their best effort to complete repairs. In some instances, staff has implemented work arounds to bypass failed components. Many of the primary hardware components are no longer produced by the manufacturer and must be obtained through aftermarket channels. The AV software control system is antiquated, difficult to use, and does not provide for multiple meeting configurations.

The State Procurement Office of Arizona Contract ADSP017-184597 will be utilized for this expenditure. This is a cooperative purchasing contract, as authorized by Section 2.3.10 of the Town Procurement Code, and State Procurement Office of Arizona Contract ADSP017-184597 is the base agreement. The Contracted provider E1 Audiovisual Technologies conducted a walkthrough of town hall chambers, board room, community room, equipment closets, and PD conference room to visualize current solution configurations and capabilities. E1 AV Technologies has provided a proposal to replace or refresh existing systems and expand AV capabilities to the town hall

community room and PD conference room, bringing the latest in technology to these rooms.

Staff has found E1's proposal to be fair and reasonable, contain a high level of detail within their statement of work, and their overall method of approach and project completion to be in the best interest of the Town.

BUDGETARY IMPACT:

The project is budgeted in the Capital Improvement Program (CIP) as follows:

CIP Project #: 2023-04 (technology): \$370,000.00

Project cost: \$353,676.08

Contingency: \$16,323.92

Bond 2020 Series Funds

ATTACHMENT(S):

- A. Staff Report
- B. Presentation
- C. Proposal
- D. Contract