



## AGENDA MEMORANDUM

Action Item for the City Council Meeting May 23, 2023

**DATE:** May 23, 2023

**TO:** Peter Zanoni, City Manager

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### Audio and Video Replacement for City Council Chambers and Media Control Room

#### **CAPTION:**

Ordinance appropriating \$858,584.84 from the unreserved fund balance in the PEG Cable Fund; authorizing execution of Amendment #1 to the service agreement with The Personal Computer Store, Inc., dba Avinext to complete the second phase of the audio and video media renovation to the City Council Chambers; and amending the FY 2023 Operating Budget.

#### **SUMMARY:**

This ordinance authorizes the purchase of audio and video electronics, programming, installation, and support from Avinext to replace the audio and video production equipment in the City Council Chambers and media control room.

Avinext is contracted with the TIPS Purchasing Cooperative Agreement and is providing a discount of 6.22% from Standard Pricing for total savings of \$56,972.87.

**BACKGROUND AND FINDINGS:**

The current audio and video equipment in the City Council Chambers and media control room is past end-of-life, which causes degradation of audio and video during meetings in the City Council Chambers, social media streams, live broadcasts and broadcast channel automation.

This project includes cameras, computers, video switching system, audio board, live broadcast automation, monitors, speakers, storage, closed captioning, systems backup, and implementation. The equipment will also integrate into the audio and video systems in the sixth floor conference room.

**PROCUREMENT DETAIL:**

Information Technology in conjunction with the Procurement division of Finance examined other purchasing options to find the most cost-effective option for the City. Comparative pricing was checked using the open market, Texas A&M Master Agreement and TIPS Cooperative Agreement. The TIPS Cooperative Agreement provides the best value for this project.

Source	Discount from Standard Pricing
Open Market	0%
Texas A&M Master Agreement	4.75%
TIPS Cooperative Agreement	6.22%

This purchase has a 6.22% discount for a total cost savings of \$56,972.87. Contracts awarded through the TIPS Cooperative Agreement have been competitively procured in compliance with Texas local and state procurement requirements.

**ALTERNATIVES:**

If this item is not passed, the audio and video system in the City Council Chambers will not be replaced, and the audio and video system will be repaired as needed as equipment continues to fail.

**FISCAL IMPACT:**

The fiscal impact for Communications in FY 2023 is an amount not to exceed \$858,584.84 for the purchase of audio and video hardware and services from The Personal Computer Store, Inc., dba Avinext. This agenda item is needed to appropriate unreserved PEG Cable fund balance dollars to the FY 2023 PEG (Public, Education, and Government) Cable Fund Operating Budget.

**Funding Detail:**

Fund: 1031 PEG Cable  
Organization/Activity: 14676 Cable PEG Access  
Department: 30 Communications  
Project # (CIP Only): n/a  
Account: 550050 Computer Equipment

**RECOMMENDATION:**

Staff recommends approval of this ordinance authorizing the purchase of audio and video hardware and services from The Personal Computer Store, Inc., dba Avinext, to upgrade the City Council Chambers' audio and video equipment.

**LIST OF SUPPORTING DOCUMENTS:**

Amendment No. 1  
Price Sheet