

AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING

ITEM #10-E: BOARDROOM AUDIO – FY15 BUDGET AMENDMENT

SUBJECT:

Replacement of the audio system for the Board Room.

BACKGROUND:

The current audio system was installed in 1999 when the Board Room was constructed. Numerous audio issues have occurred during Commission meetings and it has been determined that the only solution is to replace the existing analog system with an updated digital system. Four Virginia Association of State College & University Purchasing Professionals (VASCUPP) audio vendors were contacted to provide a design/build solution. The VASCUPP vendors were Whitlock, Lee Hartman & Sons, Vicom and Onyx Audio Visual. They attended a pre-proposal conference with HRTPO and HRPDC staff to discuss the issues with the current system. The vendors and staff collaborated on the requirements and technical aspects for a new system. After a few weeks the vendors delivered their proposals which included, price quote, statement of work, product information, and technical drawings.

The selection of a vendor was based on the best overall proposal that included criteria such as; recent experience with comparable projects, proposed technical approach, cost and options, design schedule, and service. **Whitlock** was selected as the preferred vendor. The cost of the equipment and labor is \$172,534.70. The cost of a five year maintenance agreement is \$32,770 for a **total cost of \$205,304.70**. The equipment consists of a Taiden HCS-5300/20 Digital Infrared Wireless Conference System with 50 delegate microphones and two chairman microphones, complete boardroom rewiring of ceiling speakers, floor boxes, podium and A\V room. The Taiden system was recommended due to its excellent immunity to RF interference from mobile phones and other RF devices. With the current building location in such close proximity to hotels and conference centers with wireless and RF radiating factors, the Taiden Infrared system will help shield those interferences. The work performed will replace all audio components in the Board Room. This project will also allow us to perform live streaming of the meetings in the future.

Attached is a proposed FY 15 budget amendment allowing payment for the upgrades utilizing funds from vacant positions.

Attachment 10-E

RECOMMENDED ACTION:

The P&B Committee will review the proposal prior to the Commission Meeting. Subject to the P&B recommendation, authorize the Interim Executive Director to execute a contract to purchase the new audio system.

FY2015 BUDGET AMENDMENT FOR APRIL 2015

	Original Budget	Amendment	Amended Budget	Change in Budget
EXPENDITURES				
PERSONNEL				
Various vacancies in FY2015	4,775,002	(205,305)	4,569,697	(205,305)
BUILDING				
Board Room Audio System	<u>87,205</u>	<u>205,305</u>	<u>292,510</u>	<u>205,305</u>
TOTAL AMENDMENT EXPENDITURES	4,862,207	0	4,862,207	0