



**CITY OF BELLE ISLE, FLORIDA  
CITY COUNCIL AGENDA ITEM COVER SHEET**

**Meeting Date:** May 18, 2021  
**To:** Honorable Mayor and City Council Members  
**From:** Y. Quiceno, City Clerk and B. Francis, City Manager  
**Subject:** RFP for Modernizing the Council Audio Visual System

**Background:** On February 2, 2021, the Council directed the City Manager to advertise for modernizing the Council Chambers audio/visual and recording system. The City received two bids for the upgrade to the Council Chambers audio/visual system. The RFP was sent to 9 companies and the 9 companies came to the pre-bid meeting on March 2, 2021.

The audio/visual system in the Council Chambers is not of good quality. This has resulted in many complaints by citizens and is frustrating for the Mayor and Council and Advisory Committees and Planning and Zoning Board to hold efficient and effective meetings. When Oak Ridge High School volunteers broadcast our Council meetings, they are of much better quality. The City needs quality equipment to conduct its meetings efficiently and where those citizens who rely on our broadcast can watch without interruption and with good quality. The City initiated the RFP in March and received two proposals, one from Diversified Group and Wired Tech Group.

Both proposals offer similar solutions for audio control, audio recording, and streaming capability. However, when reviewing the bids, one of the companies provided the equipment that was more in line for what the City staff needed to produce a quality broadcast. The current microphones and hardware are outdated or practical for our needs and need to be replaced. We need to bring modern digital technology to our council meetings without sacrificing functionality. The residents want full transparency and the ability to participate and interact with the Council from the comfort of their own homes through live streaming solutions that work with Facebook, Zoom, easy to use, see and hear.

**Staff Recommendation:** The bids were reviewed by the staff and by our IT consultant and Jenevieve Jackson who currently broadcasts our meetings. Staff recommends approval of the RFP submitted by Diversified. Diversified is established as a vendor for commercial installations, and we believe they will provide a robust live streaming solution.

**Suggested Motion:** I move to approve the RFP proposal from Diversified for \$59,563.62 to modernize the Council audio Visual System.

**Alternatives:** Reject the bid and approve the lower bid or reject both bids and readvertise for proposals, or continue to try to make what we have work.

**Fiscal Impact:** TBD

**Attachments:** RFP Bid proposals