



STAFF REPORT	
SUBJECT: Approval of an Agreement with PCD, Inc. for City Council Chambers Sound System Replacement; Resolution No. 2024-39	MEETING DATE: September 19, 2024
SUBMITTED BY: Melissa Swanson, Administrative Services Director/City Clerk	
PURPOSE OF REPORT: <input type="checkbox"/> Information only <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action Item	

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to adopt a resolution approving the agreement with PCD, Inc. to replace the Council Chambers sound system.

BACKGROUND/DISCUSSION:

The sound system in the Council Chambers is well over twenty years old and has been repaired by various volunteers and professionals several times within that time frame. As Council is aware, recently the system has completely failed, leaving a huge gap in the City's ability to serve the public efficiently. Additionally, other agencies use the Council Chambers to hold public meetings, such as LAFCO, and they have encountered the same problems.

PCD, Inc. has extensive experience with city council chambers sound systems throughout California and has provided a quote to completely replace the sound system, adding control features currently unavailable, such as touch panel, centralized control system which will be located at the City Clerk station. Additionally, there will be a five-year warranty, no-charge service calls, and an annual testing of the system. PCD, Inc. has provided service on the Council Chambers in the past and is familiar with the current system.

Staff recommends the City Council waive competitive bidding and authorize the City Manager to contract with PCD, Inc. to purchase and install a DSP processor and touch panel and 13 wired dais microphone Televic desktop stations and one wireless Televic lectern microphone station in an amount not-to-exceed \$73,660.85. Due to the specialized nature of the upgraded system and the urgency of the replacement, staff requests City Council waive the competitive bidding process.

OPTIONS:

1. Move to adopt Resolution No. 2024-39.
2. Other direction

FISCAL IMPACT:

None \$73,660.85 Budgeted Item? Yes No

Budget Adjustment Needed? Yes No If yes, amount of appropriation increase: \$

Affected fund(s): General Fund Measure P Fund Measure V Fund Other:

STRATEGIC PLAN IMPACT:

- Goal #1: Make Clearlake a Visibly Cleaner City
- Goal #2: Make Clearlake a Statistically Safer City
- Goal #3: Improve the Quality of Life in Clearlake with Improved Public Facilities
- Goal #4: Improve the Image of Clearlake
- Goal #5: Ensure Fiscal Sustainability of City
- Goal #6: Update Policies and Procedures to Current Government Standards
- Goal #7: Support Economic Development

SUGGESTED MOTIONS:

Move to adopt Resolution No. 2024-39.

Attachments: 1) Resolution No. 2024-39