



Agenda Report

Agenda of: April 22, 2025

Department: Administration

Subject: Discuss and take appropriate action to replace the city council audio and video equipment

Recommended Motion: I move to approve a contract to replace the city council audio and visual equipment with _____ in an amount not to exceed _____.

Background: Over the past year, the city has dealt with a number of issues related to the audio and video equipment in the city council chambers. During the past few months, staff began looking at other solutions including a review of the systems that the City of Hondo and Medina County use. A proposal was obtained from the County's provider – San Antonio Sound & Light (SASL) which was provided in the City Administrator's report in January of this year and discussed at the February 25th City Council meeting. The City Council directed staff to seek additional proposals. Staff contacted two other companies, one declined to provide a proposal, the other, NBSP, provided the proposal that has been included with this packet. Both companies have done extensive work for cities and counties throughout Texas. Because we did not provide a list of specifications and equipment, each company has provided a custom solution. Staff recommends that the city council select a company and provide specifications and direction to the chosen group. The following scope of work was provided to both companies:

AUDIO

- Replace the existing gooseneck microphones with push-to-talk functionality.
- Replace the existing audio mixer to connect all microphones and existing audio system.

VIDEO

- Install cameras to capture the audience, staff, council, and speaker (podium)

CONTROL & INFRASTRUCTURE

- Provide a controller that supports broadcasting the meetings, switching between cameras and sharing presentations

OTHER

- Provide on-going system support
- Quote should include all equipment, tech materials, logistics, installation, and programming.

Fiscal Impact: TBD

☐ Budgeted ☒ Requires Budget Amendment

Source of Funding: Account Code:52106-802

Attachments: None

Urgency (0-5 = Low Urgency to High Urgency): 2

Impact (0-5 = Low Impact to High Impact): 3

Submitted by: R. Scott Dixon