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## TOWN COUNCIL AGENDA COMMUNICATIONS

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**AGENDA DATE:** March 4, 2024

**SUBJECT:** Council Chambers Audio/Visual Options

**ACTION PROPOSED:** Consider the request for Chambers Audio.

**ATTACHMENTS:**

1. Peak Media Quote
2. High Country Low Voltage Quote
3. Xcite Media Quote

**PRESENTED BY:** Hannah Hill, Town Clerk

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### AGENDA ITEM DESCRIPTION:

Enclosed for Council's review and consideration is a request to award a contract related to the audio and video in Council Chambers. This request may require a budget amendment based on the cost and if Council so directs, the budget amendment will be provided to Council at the end of the fiscal year.

As Council is aware, there have been several broadcasting and audio issues with the current software in Chambers, including poor audio quality with the disk microphones. In an effort to find a solution, Staff reached out for quotes. Four companies provided quotes on updating the entire system, as well as updating the disk microphones to gooseneck microphones. Per the Town's financial policies, these quotes do not meet the dollar value of requiring a Request for Proposal.

The four companies that provided quotes were High Country Audio, Ford Audio, Peak Media and the current provider- Xcite Media. These companies were selected based on their service quality and compatibility with the Town of Johnstown's existing system and drawing from experiences with other municipalities and software providers. All companies were asked to provide a quote for 13 gooseneck microphones as well as a full system replacement. It should be

*The Community that Cares*

noted that several areas in Chambers do not require an update, such as the projector, the LCD screen, and the video cameras. Those items were not included in the quotes.

Below are the quotes received:

Company	Gooseneck microphones only	Full Replacement	Notes
Peak Media	\$8,000	\$10,000	The full system replacement would still use our current broadcast system.
High Country Low Voltage	\$9,000	\$50,900	Updated broadcast system for new website streaming, speaker in the media room.
Xcite (Current company)	\$24,500	N/A	
Ford Audio	Would install only	\$101,000-\$121,500	Quote only, proposal would be received after commitment

Xcite Media and Peak Media’s estimates rely on maintaining the current Creston system as it stands. Conversely, High Country Low Voltage and Ford Audio’s proposals suggest replacing the Creston system altogether. Regrettably, pinpointing the specific weakness in the current system has proven challenging at this juncture, as Staff has been unable to obtain definitive answers on this matter.

As such, Staff’s recommendation is to pursue a contract with High Country Low Voltage to replace the current system. Staff believes High Country Low Voltage will be able to streamline the technology being utilized for a more efficient process. Other benefits of moving forward with High Country Low Voltage are:

- Gooseneck microphones at the dais to improve the sound quality when someone is speaking.
- Speaker in the media room for live streaming coordination.
- A dedicated audio mixing system for an improved audio experience for remote audiences.
- The installation of an assisted listening device.
- Updated amplifier for improved volume control throughout Chambers.

**STRATEGIC PLAN ALIGNMENT:**

- Organizational Excellence & Public Trust
  - *Strengthen public trust and confidence*
  - *Engage, inform and involve the community*
- Quality Infrastructure & Facilities

- *Establish and maintain levels of service*
- *Ensure future viability of infrastructure and facilities*
- *Repair and maintain existing infrastructure, facilities and equipment*

**LEGAL ADVICE:**

The Town Attorney will review the agreement with the company as Council directs.

**FINANCIAL ADVICE:**

A budget amendment would be provided to Council at the end of the year, if necessary.

**RECOMMENDED ACTION:** Staff would recommend moving forward with High Country Low Voltage for a full system replacement of the broadcasting system.

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**SUGGESTED MOTIONS:**

**For Approval:** I move to move forward with High Country Low Voltage for a full system replacement of the Chambers audio video system as presented and authorize the Town Manager to sign the agreement.

**For Denial:** Should Council not want to authorize approval of High County Low Voltage, other alternatives can be discussed.

*Reviewed and Approved for Presentation,*



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Town Manager