



City of Ketchum

August 2, 2021

Mayor Bradshaw and City Councilors
City of Ketchum
Ketchum, Idaho

Mayor Bradshaw and City Councilors:

Recommendation to Approve Contract #20669 with Neurilink.

Recommendation and Summary

Staff requests Council authorize Contract #20669 with Neurilink to provide audio visual equipment and installation in the Council meeting room at the new city hall for \$81,999.

"I move to authorize Contract #20669 for \$81,999 with Neurilink for audio visual equipment and installation at new city hall."

The reasons for the recommendation are as follows:

- The city intends to relocate to the new city hall by late September 2021.
- The meeting room must meet the functional expectations of the City Council, other city commissions and the public.
- The fee for the equipment and services are below the project direct expense budget.

Introduction and History

At the June 7 meeting, City Council approved a not-to-exceed budget of \$485,625 for new city hall direct expenditures. Included in that budget was an estimated \$84,000 line item for audio visual equipment for the City Council meeting room.

With the continuation of virtual meetings, it is important to have adequate technology for city meetings to ensure all members of the public can view, hear clearly, and participate.

The contract includes repurposing some of the existing equipment in Council chambers and installing a dedicated source for running Zoom meetings. Also included are 6 displays, 2 cameras for live stream capabilities and rechargeable wireless microphones. Replacing the existing mics with wireless mics and docking station will allow for multiple configurations of the room for other uses and eliminate the need for batteries.

A solicitation to bid was issued to one local AV vendor and three Boise-based vendors. Neurilink was the only responsive bidder.

Sustainability Impact

There is no sustainability impact.

Financial Impact

The responsive bid is below the budgeted amount.

Attachments:

Neurilink RFP proposal #137856