



CITY OF NOVI CITY COUNCIL
JULY 31, 2023

SUBJECT: Consideration of approval of contract award to Creative Dimensions for construction and installation of equipment for the new Studio No.VI on the first floor of the Novi Civic Center in the amount of \$544,511.00 and approval of contract award to Keycode Media in the amount of \$164,353.20 for equipment and video wall and amend the budget.

SUBMITTING DEPARTMENT: Community Relations

EXPENDITURE REQUIRED	\$ 544,511.00 Creative Dimensions <u>\$ 164,353.20 Keycode Media</u> \$ 708,864.20
AMOUNT BUDGETED	\$ 0
APPROPRIATION REQUIRED	\$ 710,000
LINE ITEM NUMBER	463-725.10-976.193

BACKGROUND INFORMATION:

Last year, the City of Novi contracted with Creative Dimensions, a single-source design to construction firm, to begin the process of creating a larger broadcast studio at the Civic Center to broaden production capabilities. Our Studio No.VI team worked with Creative Dimensions to best determine the size, location, and scope of a new studio to meet Novi's needs now and well into the future. Discussions focused around two phases:

PHASE 1:

- Studio Set and Storage Space – Physical space, set design, lighting, and storage of remote equipment
- Master Control and Network Connectivity
- Tools and Other Video Equipment
- Editing Suites and Storage Space (reconfigure the current studio on the 2nd Floor) – Two windowless editing bays and three workspaces

PHASE 2:

- Council Chambers – Current room needs updating with possible video wall, refreshed dais, lighting, and speaker reconfiguration.

When the small, current Studio No.VI was first created in 2016, video production had just relocated from SWOCC Studios in-house and we positioned ourselves to create for five to seven years and see where the need for video would take us. Fast forward to 2023 (and looking beyond for the next 10 or so years), our Emmy-award winning team is in constant demand for their services to help tell the Novi story. With the continued demand for video on the internet, television, and social media, a larger studio will provide the opportunity to create more programming in an efficient manner.

The contract awards include all new physical elements to construct the new studio on the first floor. The project will be funded through the PEG Capital Fund. Currently, the fund balance is approximately \$1.6 million.

RECOMMENDED ACTION: Approval of contract award to Creative Dimensions for construction and installation of equipment for the new Studio No.VI on the first floor of the Novi Civic Center in the amount of \$544,511.00 and approval of contract award to Keycode Media in the amount of \$164,353.20 for equipment and video wall and amend the budget.