

Grorud Services, LLC

Professional Service for All Computer Needs

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November 10, 2023

To: Village of Poplar Grove
Subject: Board Meeting Streaming Setup

The following is the quote you requested for the hardware required to support live streaming of village meetings, and the labor to install and configure that hardware and have it ready to connect to a streaming provider. This does not include labor to integrate with your streaming provider, which would vary based on the provider you choose (many providers will perform this integration for you at no additional cost). Let me know if you have any questions or would like to discuss further. Thank you for considering Grorud Services.

Proposed Solution (Total Cost – \$4,755)

We will setup a dedicated Streaming PC to capture and encode the video stream from a directly attached camera. We will tap into our existing audio system for the audio that will be integrated with the video stream. We will use Open Broadcaster Software (OBS) for capturing, converting, and sending the combined stream to our streaming provider. The entire system will be setup to be run from a client app running on the existing laptop that is already used for the board meetings.

Requirements for the solution proposed –

- Permission to install a ceiling mount camera in the meeting room
- Permission to install a shelf for the PC running the streaming in the room behind where the board members sit**
- An internet connection in this room for the Streaming PC
- Line-out audio connection from your existing audio equipment to capture microphones/audio

High End Intel i7 Streaming/encoding PC:	\$ 1,745.00
PC Shelf, Cables, Bracket, Etc:	200.00
Conf Room 1080p Pro Camera, Full Auto, Remote Control	\$ 1,095.00
Camera Mount, Cables, and Extender**	275.00
Labor for everything (max of 16 hrs @ \$90/hr):	Not to exceed: \$ 1,440.00
Labor is tracked and you will only be billed for actual time spent.	

**NOTE: The room where we'd install the PC is about 20 feet over the spec for the length of the camera connection. We should be able to make that work with an extension/booster cable for the camera, but if that proves to be unreliable, I may need to install the Streaming PC on a shelf above/behind the suspended ceiling. My cost would be a wash for this setup, but it would require an electrical outlet be installed in the ceiling to supply power.

Sincerely,

Brad Grorud