



Memorandum

To: Mayor Nelson and Members of the City Council

From: Daniel R. Buchholtz, MMC, Administrator, Clerk/Treasurer

Date: March 11, 2024

Subject: Cable System/Multipurpose Room & EOC Technology

The City is currently renovating its City Hall facility. As part of this project, a new audio/visual system for the City Council Chambers, Multi-Purpose Room and the Emergency Operations Center is needed. Last year, the City entered into a design contract with Z Systems to design a system that will meet the City's current and future audio/visual needs.

Highlights of the Upgrade:

1. *Council Chambers:* Installation of a new broadcast production switcher, multiple displays to show presentations to the audience, a comprehensive audio system, and video conferencing, facilitating broader community participation and more dynamic presentations.
2. *Multi-Purpose Room:* Installation of portable displays with video conferencing and a new multi-microphone audio system, enabling versatile use of the space for Recreation events, overflow space for City Council meetings and community engagement.
3. *EOC/Training Room:* Installation of cameras for video conferencing and training – one camera to capture a trainer/presenter and a second camera to capture people sitting in the room in order to receive training from remote locations. While primarily a training room for City staff and others, it will also serve as the City's Emergency Operations Center.

We have reused equipment from our existing system, including the 4 HD cameras, the document camera, the Bright Sign graphics controller and the Makito X video encoder. The reuse of these components reduced the cost of the project by approximately \$50,000.

Staff reviewed the quote and proposal with Matt Waldron, Video Technician with North Metro TV. He has agreed that the technology proposed will be compatible with North Metro TV's system and will serve the City well for many years.

Z Systems holds the State bid for audio/visual equipment/services. They have done a number of projects with North Metro TV, including systems in Circle Pines, Blaine, Lexington, Lino Lakes, Ham Lake and Centerville.

The total quote is \$276,809.92, broken down into the following components:

| | |
|---------------------------------|----------------------|
| Broadcast Production Equipment | \$ 49,168.72 |
| Council Chambers Equipment | \$ 42,133.22 |
| Multi-Purpose Room Equipment | \$ 34,027.39 |
| EOC/Training Room | \$ 34,599.06 |
| Misc. Materials (not to exceed) | \$ 19,936.00 |
| Installation (not to exceed) | \$ 94,862.00 |
| Mileage/Shipping | \$ 5,760.00 |
| System Design Contract Credit | <u>(\$ 3,676.47)</u> |
| TOTAL | \$276,809.92 |

This project was included in the budget for the City Hall Renovation/Expansion project and came in under estimate.

Staff recommends approval of the quote with Z Systems. If you have any questions, please do not hesitate to contact me at 763-784-6491.