


--MEMORANDUM--

TO: City Council

FROM: Gregory E Buckley 
City Manager

DATE: May 16, 2025

SUBJECT: Proposed Budget Amendment to Provide Funds for Replacement of Control Unit for City Council Chambers A/V System

I am presenting this budget amendment again for your consideration at Monday's meeting. There was no action taken on this matter at the April 15 reorganizational meeting, where it last appeared on the agenda.

I understand from the discussion on April 15 that the Council would like to consider other improvements to the audio system, such as better microphones, or perhaps an entirely new A/V system for the chambers. Even with that desire in mind, I recommend that funds be provided to replace the control unit (encoder/decoder/amplifier) that recently failed, for the following reasons:

- To get our audio and video feeds for meetings back "up and running" through the system in the Council Chambers. When staff last checked with our vendor, it was estimated that the control unit in question could be had within about a month.
- Because replacement of this one component does not rule out other improvements to the existing system, such as new mics, either fixed or cordless. In fact, the proposal the City received from Heartland Business Systems back in late March for replacement of this one unit of the system included proposals for other possible upgrades. (Heartland proposal is attached; proposed "control unit" quote appears on pages 1 and 2.)
- Because, if the Council wants to get competitive proposals for an entirely new system, it will take considerable time and money to get through that process, award a contract, and get a new system installed

Right now, we are "dead in the water" when it comes to feeding Council meetings to Spectrum Cable, and cannot use the dais mics for the livestream via Facebook and YouTube—we have had to rely on either the "puck" microphone that gets placed on the center table or the mic on the video camera—a less than ideal situation.

In light of all of the above, I again recommend approval of the budget amendment as originally proposed.



RESOLUTION
Amending 2025 Capital Budgets For Streets and City Hall
to Provide Funding for Replacement and Upgrade of Audio-Visual
Equipment Serving the City Hall Council Chambers

WHEREAS, the 2025 City Budget, as adopted, appropriated funds for various capital funds; and

WHEREAS, the 2025 Capital Budget for City Hall, Fund 459, anticipated only \$30,000 in new spending in the current year, for repair/restoration work on the parking deck on the east side of the building, from funds carried over from the prior year; and

WHEREAS, in recent weeks, problems have been experienced with the control unit for audio visual systems in the chambers; the unit now appears to have failed entirely, resulting in an inability to feed audio from the microphones in the Council Chambers to the on-site speaker system, to YouTube for streaming, or the community channel on Spectrum Cable for live viewing; and

WHEREAS, the ability to provide clear and reliable audio for City Council meetings and the other public meetings that make use of this meeting venue is essential, and replacement of the failed components is an emergent need that must be addressed as soon as possible, requiring \$25,000 in additional resources for the City Hall Capital Fund; and

WHEREAS, a review of other City Capital Budgets has identified major projects in Fund 451, Street Construction Fund, that, based on actual bids received and awarded, will come in “under budget,” providing a viable source for the added funds needed in Fund 459;

NOW, THEREFORE, BE IT RESOLVED that the Council hereby approves the following amendment to the 2025 Budget for Fund 451 and 459:

Fund/Account	2025 Current Budget	2025 Amended Budget	Net Change from Amendment
451-49110 Street Const., Proceeds from Debt	\$1,500,000	\$1,475,000	(\$25,000)
451-53300-8700 Street Const. Asphalt Resurfacing	\$175,000	\$150,000	(\$25,000)
459-49110, City Hall, Proceeds from Debt	\$ 0	\$25,000	\$25,000
459-51600-8150 City Hall, Machinery and Equip.	\$0	\$25,000	\$25,000
Total Net Change			\$ 0

Approved this 19th day of May, 2025.

Council Member

Gregory E. Buckley, City Manager

Update AV Equipment

Quote #368572 v1

Prepared For:

City of Two Rivers

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Date Issued:

03.04.2025

Expires:

03.27.2025

Video Switching	Price	Qty	Ext. Price
Components	\$10,142.80	1	\$10,142.80
Owner Furnished Items			
2 RU fan kit			
Extreme Switch			
Furman CN2400s surge protection			
Shure discussion system			
SPA2-60 amp			
Core 110 audio processor			
DM NVX® 4K60 4:2:0 Network AV Encoder, Wall Plate, White		2	
DM NVX® 4K60 4:2:0 Network AV Encoder		2	
DM NVX® 4K60 4:2:0 Network AV Decoder		3	
1-to-8 HDMI® Distribution Amplifier		1	
AirMedia® Series 3 Kit with AM-3100-WF Receiver and AM-TX3-100 Adaptor		1	
Rack Mount Crestron Control Processor Series 4		1	
Black Box Slim-Net Cat.6 Patch UTP Network Cable - 1 ft Category 6		2	
Black Box Slim-Net Cat.6 Patch UTP Network Cable - 3 ft Category 6		6	
Black Box Slim-Net Cat.6 Patch UTP Network Cable - 7 ft Category 6		8	
Black Box Slim-Net Cat.6 Patch UTP Network Cable - 10 ft Category 6		1	
Cat6 RJ45 UTP Keystone Jack - White		6	
1-Port Keystone Jack Surface Mount Box		2	
2-Port Keystone Jack Surface Mount Box		2	
C2G 3' Flexible HDMI® Cable w/ Low Profile Connectors - 4K 60Hz		8	
C2G 6' Flexible HDMI® Cable w/ Low Profile Connectors - 4K 60Hz		8	
C2G 10' Flexible HDMI® Cable w/ Low Profile Connectors - 4K 60Hz		6	
C2G 15' Premium HDMI® Cable w/ Low Profile Connectors - Plenum		4	
2 Gang Trim Ring (White)		2	
1 RU Brush Panel		1	

Video Switching	Price	Qty	Ext. Price
1 RU Flanged Blank Rack Panel, Steel		3	
1 RU UTR Rackshelf		2	
Panamax 4 AC Outlet Surge Protector		1	
MaxBlox D-SUB Termination System Male DB9		1	
MaxBlox D-SUB Termination System Hood		1	
3/8" Label tape		1	
1/2" Black Lineal VELCRO Brand ONE-WRAP - 25YD roll		1	
Miscellaneous Expenses		1	
Estimated Shipping		1	
Fixed Fee Project HBS Responsibilities: • Install new NVX AV over IP system to replace aging / failing DMPS system • Install new AirMedia to replace aging one • Reuse existing items as listed • Update room control touch panel and programming • Install CAT6 Data, shielded CAT6, audio, and control point-to-point cables as required • Program new control system • Commission AV system • Test system • System training (including a custom QRC instruction sheet). One hour training session scheduled at the end of the installation. Additional training is available but is out of scope and will be billed T&M accordingly. HBS Assumptions: • The AV system may have an uplink to the customer network • The content inputs for the room will be: 1) Table HDMI wall plate, 2) Podium HMDI wall plate, 3) AirMedia wireless presentation Customer Responsibilities: • Install A-C receptacles and data jacks or drops per HBS direction and/or drawings • Provide access to the room for the duration of the installation • Provide (10) data connections to the Extreme switch for video system • Provide receptacles for garbage and recyclables created from onsite work	\$15,465.00	1	\$15,465.00
Optional Components	\$808.10	1*	\$808.10
Optional Confidence Monitor			
LG Commercial 43" display - 3 yr warranty		1	
Estimated Shipping		1	
Fixed Fee Project		1	
Optional Components	\$2,475.90	1*	\$2,475.90
Optional Wireless Touch Panel			
10.1 in. Wireless Touch Screen		1	
Estimated Shipping		1	
* Optional Subtotal			\$3,284.00
Subtotal			\$25,607.80
Proposed:			
Recorder	Price	Qty	Ext. Price
Components	\$6,336.68	1	\$6,336.68

Recorder	Price	Qty	Ext. Price
Multi Channel H.264 Streaming Media Processor and recorder - 80 GB SSD Customer should set up file share location for permanent file storage		1	
DM NVX® 4K60 4:2:0 Network AV Decoder		2	
DM NVX® 4K60 4:2:0 Network AV Encoder		1	
Black Box Slim-Net Cat.6 Patch UTP Network Cable - 3 ft Category 6		3	
Black Box Slim-Net Cat.6 Patch UTP Network Cable - 7 ft Category 6		3	
C2G 3' Flexible HDMI® Cable w/ Low Profile Connectors - 4K 60Hz		2	
C2G 6' Flexible HDMI® Cable w/ Low Profile Connectors - 4K 60Hz		2	
1 RU UTR Rackshelf		2	
Miscellaneous Expenses		1	
Estimated Shipping		1	
Fixed Fee Project	\$3,335.00	1	\$3,335.00
HBS Responsibilities: <ul style="list-style-type: none"> • Install new recording and streaming device • Update room control touch panel and programming • Install CAT6 Data, shielded CAT6, audio, and control point-to-point cables as required • Program control system • Commission AV system • Test system • System training (including a custom QRC instruction sheet). One hour training session scheduled at the end of the installation. Additional training is available but is out of scope and will be billed T&M accordingly. HBS Assumptions: <ul style="list-style-type: none"> • The AV system may have an uplink to the customer network • The customer manages the YouTube account that they stream with Customer Responsibilities: <ul style="list-style-type: none"> • Install A-C receptacles and data jacks or drops per HBS direction and/or drawings • Provide access to the room for the duration of the installation • Provide (4) data connections to the Extreme switch for the (1) recorder, (1) encoder, (2) decoder • Provide receptacles for garbage and recyclables created from onsite work 			
Subtotal			\$9,671.68

Wireless Mics	Price	Qty	Ext. Price
Components	\$6,086.16	1	\$6,086.16
Shure 8-Channel Access Point Transceiver		1	
Shure Handheld Transmitter with SM58® Microphone (Includes one SB902 Battery)		1	
Shure 2-Channel Networked Charging Station		1	
Black Box Slim-Net Cat.6 Patch UTP Network Cable - 1 ft Category 6		2	
Black Box Slim-Net Cat.6 Patch UTP Network Cable - 3 ft Category 6		6	
Black Box Slim-Net Cat.6 Patch UTP Network Cable - 7 ft Category 6		8	
Black Box Slim-Net Cat.6 Patch UTP Network Cable - 10 ft Category 6		1	
Cat6 RJ45 UTP Keystone Jack - White		4	
1-Port Keystone Jack Surface Mount Box		2	

Wireless Mics	Price	Qty	Ext. Price
2-Port Keystone Jack Surface Mount Box		1	
C2G 3' Flexible HDMI® Cable w/ Low Profile Connectors - 4K 60Hz		8	
C2G 6' Flexible HDMI® Cable w/ Low Profile Connectors - 4K 60Hz		8	
C2G 10' Flexible HDMI® Cable w/ Low Profile Connectors - 4K 60Hz		6	
2 Gang Trim Ring (White)		2	
1 RU Brush Panel		1	
Panamax 4 AC Outlet Surge Protector		1	
MaxBlox D-SUB Termination System Male DB9		1	
MaxBlox D-SUB Termination System Hood		1	
3/8" Label tape		1	
1/2" Black Lineal VELCRO Brand ONE-WRAP - 25YD roll		1	
Miscellaneous Expenses		1	
Estimated Shipping		1	
Fixed Fee Project HBS Responsibilities: <ul style="list-style-type: none"> • Install new wireless handheld microphone • Install access point and connect microphone to system • Install network charging station • Update room control touch panel and programming • Install CAT6 Data, shielded CAT6, audio, and control point-to-point cables as required • Program new control system • Commission AV system • Test system • System training (including a custom QRC instruction sheet). One hour training session scheduled at the end of the installation. Additional training is available but is out of scope and will be billed T&M accordingly. HBS Assumptions: <ul style="list-style-type: none"> • The AV system may have an uplink to the customer network Customer Responsibilities: <ul style="list-style-type: none"> • Install A-C receptacles and data jacks or drops per HBS direction and/or drawings • Provide access to the room for the duration of the installation • Provide (2) data connections to the Extreme switch for the (1) access point, (1) charging station • Provide receptacles for garbage and recyclables created from onsite work 	\$1,420.00	1	\$1,420.00
Optional Components	\$6,282.93	1*	\$6,282.93
Optional Gooseneck Wireless Mics			
Shure Wireless Desktop Base Transmitter (Includes one SB901 Battery)		4	
15" Gooseneck, Red LED Ring on top, Less Preamplifier, Dual Flexible, Cardioid		4	
Shure 8-Channel Networked Charging Station		1	
Estimated Shipping		1	
Fixed Fee Project		1	
Optional Components	\$1,022.83	1*	\$1,022.83
Optional Standalone Handheld Mic			

Wireless Mics	Price	Qty	Ext. Price
Shure Wireless Vocal System with Handheld microphone and SM58 cartridge		1	
Shure Rechargeable Lithium-Ion Battery for SLX-D		1	
Shure Dual Docking Station for SLX-D transmitters and SB903 battery		1	
Estimated Shipping		1	
Fixed Fee Project		1	
* Optional Subtotal			\$7,305.76
Subtotal			\$7,506.16

Discussion System	Price	Qty	Ext. Price
Components	\$30,316.32	1	\$30,316.32
Shure Microflex Complete Wireless Access Point - PoE - Up to 125 Conf Units		1	
Wireless Conference Unit with 4.3 inch color touchscreen for voting, interpretation channel selection, and conference information, integrated NFC ID card reader, chairman, delegate, listener, and ambient modes, integrated loudspeaker, 10-pin microphone co		14	
Shure Cardioid Dual-Flex Gooseneck Microphone (16 in) with Flexible Top and Bottom Sections, Bi-color LED, 10-pin Connector, and Foam Windscreen, for MXC, MXCW Conference Units, Black		14	
Shure 10 Bay Networked Battery Charger		2	
USB 5v 3A Power Supply		14	
Black Box Slim-Net Cat.6 Patch UTP Network Cable - 1 ft Category 6		2	
Black Box Slim-Net Cat.6 Patch UTP Network Cable - 3 ft Category 6		1	
Black Box Slim-Net Cat.6 Patch UTP Network Cable - 7 ft Category 6		1	
Cat6 RJ45 UTP Keystone Jack - White		6	
1-Port Keystone Jack Surface Mount Box		3	
2-Port Keystone Jack Surface Mount Box		3	
Panamax 4 AC Outlet Surge Protector		1	
Miscellaneous Expenses		1	
SHIPPING		1	

Discussion System	Price	Qty	Ext. Price
Fixed Fee Project HBS Responsibilities: <ul style="list-style-type: none"> • Install new wireless discussion system to replace current system • Update room control touch panel and programming • Install CAT6 Data, shielded CAT6, audio, and control point-to-point cables as required • Commission AV system • Test system • System training (including a custom QRC instruction sheet). One hour training session scheduled at the end of the installation. Additional training is available but is out of scope and will be billed T&M accordingly. HBS Assumptions: <ul style="list-style-type: none"> • The AV system may have an uplink to the customer network Customer Responsibilities: <ul style="list-style-type: none"> • Install A-C receptacles and data jacks or drops per HBS direction and/or drawings • Provide access to the room for the duration of the installation • Provide (3) data connections to the Extreme switch for the (1) Access point, (2) network charging station • Provide receptacles for garbage and recyclables created from onsite work 	\$7,810.00	1	\$7,810.00
Subtotal			\$38,126.32

Quote Summary	Amount
Video Switching	\$25,607.80
Recorder	\$9,671.68
Wireless Mics	\$7,506.16
Discussion System	\$38,126.32
Total:	\$80,911.96

*Optional Expenses	One-Time
Video Switching	\$3,284.00
Wireless Mics	\$7,305.76

This quote may not include applicable sales tax, shipping, handling and/or delivery charges. Final applicable sales tax, shipping, handling and/or delivery charges are calculated and applied at invoice. The above prices are for hardware/software only, and do not include delivery, setup or installation by Heartland ("HBS") unless otherwise noted. Installation by HBS is available at our regular hourly rates, or pursuant to a prepaid HBSFlex Agreement. This configuration is presented for convenience only. HBS is not responsible for typographical or other errors/omissions regarding prices or other information. Prices and configurations are subject to change without notice. HBS may modify or cancel this quote if the pricing is impacted by a tariff. A 20% restocking fee will be charged on any returned part. Customer is responsible for all costs associated with return of product and a \$25.00 processing fee. No returns, cancellations or order changes are accepted by HBS without prior written approval. This quote and any attached agreement are not subject to termination without cause or for convenience. This quote expressly limits acceptance to the terms of this quote, and HBS disclaims any additional terms. Customer may issue a purchase order for administrative purposes only. By providing your "E-Signature," you acknowledge that your electronic signature is the legal equivalent of your manual signature, and you warrant that you have express authority to execute this agreement and legally bind your organization to this proposal and all attached documents. Any purchase that the customer makes from HBS is governed by HBS' Standard Terms and Conditions ("ST&Cs") located at <http://www.hbs.net/standard-terms-and-conditions>, which are incorporated herein by reference. The ST&Cs are subject to change. When a new order is placed, the ST&Cs on the above-stated website at that time shall apply. If customer has signed HBS' ST&Cs version 2021.v1.0 or later, or the parties have executed a current master services agreement, the signed agreement shall control over any conflicting terms in the version on the website. If a current master services agreement does not cover the purchase of products, the ST&Cs located on the website shall govern the purchase of products. Certain purchases also require customer to be bound by end user terms and conditions. A list of end user terms and conditions related to various manufacturers and vendors is set forth at <https://www.hbs.net/End-User-Agreements>. Any purchase that customer makes is also governed by the applicable end user terms and conditions, which are incorporated herein by reference. If customer has questions about whether end user terms and conditions apply to a purchase, customer shall contact HBS. Any order(s) that exceeds the credit limit assigned by HBS shall require upfront payment from customer in an amount determined by HBS. HBS shall make this determination at the time of the order, unless customer has previously submitted the required onboarding paperwork. In such event, HBS shall make this determination at the time of quoting. Customer shall ensure that all invoices are timely paid as stated in Section 2 of the ST&Cs, regardless of whether Customer has a financing or leasing company or other third-party issue the purchase order. In the event that a third-party issues the purchase order, Customer shall be required to sign this Quote for purposes of approving the order. QT.2024.v2.0

Acceptance	
NWIE	City of Two Rivers
Joanna Thoms _____ Signature / Name 03/04/2025 _____ Date	_____ Signature / Name Initials _____ Date