



COUNCIL AGENDA ITEM COVER SHEET

Meeting Type: Council - Regular

Meeting Date: November 2, 2023

Agenda Item Type: Consent Agenda

Staff Contact: Brandon Perkins, Town Manager

STAFF REPORT

AGENDA ITEM:

Consideration of a bid from Sound Principles to complete A/V upgrades in the Council Chambers/Court Room and Conference Room B for an amount not to exceed \$13,713.00.

BACKGROUND:

The Town included funding in the current budget for upgrades to the audio/visual (A/V) system in the Chambers/Courtroom and Conference Room B. Those upgrades include: 2 wireless microphones to replace the wired microphones on the tables (the system was not designed for these tables, but they were put into place during COVID and we have found that it works better than the intended design, which would have two to four additional people at the dais), a replacement live stream camera that will provide better video quality for remote viewers, and a monitor on the wall of Conference Room B.

It should be noted that Staff originally had a plan to add drop microphones from the ceiling over the audience to help capture anything that might be said by attendees who are not at the podium. However, we were advised by more than one bidder that these will pick up all ambient noise and would not necessarily provide the quality audio we are looking for. For that reason, we decided against that feature.

Staff received bids from three reputable firms – Sound Principles, AVI Systems, and Hometown Services – for this project. The quotes (see attached) were as follows:

Sound Principles: \$13,713

Hometown Services: \$19,760.54

AVI: \$20,106.00

All quotes included installation/labor.

FUNDING:

Council approved \$17,000 from Assigned Funds for these and other upgrades.

STAFF RECOMMENDATION:

Staff recommends approval of the bid from Sound Principles.

ATTACHMENTS:

Full bids.

PREVIOUS DISCUSSIONS:

None.