

INFORMATION TECHNOLOGY
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October 21, 2020

To: Mahesh Sharma, County Administrator
From: Matt Hirst, Information Technology Director
Subject: Board Room Audio/Video (A/V) Project

IT was tasked with addressing County public meeting access short comings and changes needed to accommodate today's social distancing requirements. The overarching goal of the project is to provide easier and better access to County meetings for the Board(s), participants, attendees, and the public.

To that end, IT identified and has reported on five (5) tasks to the Board which include:

1. Implemented WebEx Event Center in September. Event Center is a meeting facilitation application from Cisco Systems.
2. Augmented Board of Supervisor technology in September. In addition to the smart phones and iPads previously provided, laptops have been configured and implemented for the Board.
3. Address Boardroom audio/video deficiencies. IT has solicited a quote from Heartland Buisness Systems, HBS, for hardware and professional services for A/V improvements to work with the County online meeting solution, Cisco WebEx.
4. Publish recorded meetings to ScottCountyIowa.gov.
5. Communicate meeting improvements to participants and citizens by working with and providing details of implemented technology and SOP recommendations to County Administration and the Board.

A quote has been received for the purchase of Audio/Video, A/V, equipment from HBS to address Boardroom A/V as detailed below:

The quote summary is as follows:

<u>Vendor</u>	<u>Total</u>
- Video Conference Equipment	\$14,998.89
- Hearing Assist System	\$ 922.60
- Room audio	\$25,317.00
- Labor	\$ 9,120.00
-	\$50,358.49

It is recommended that the Board approve the bid from HBS in the amount of \$50,358.49.

HBS in delivering the Board Room A/V project will:

- Install 2 HD cameras as part of Cisco Presentation/Collaboration Kit
- Install Shure wireless discussion mic system including Access Point and Discussion Units
- Install Listen EVERYWHERE listening assistance system for hearing impaired
- Remove old and install new rack-mounted equipment
- Program Crestron A/V control system

- Program Touch10 system control touch panels
- Tune room for audio/video performance
- Test system
- Provide system instruction

Notes:

- Pricing for the Cisco hardware was obtained from Cisco through HBS at approximately fifty-four percent below list.
- Pricing was compared to and beats the State of Iowa NASPO (National Association of State Procurement Officials) contract with Cisco by nineteen percent. (Pricing through NASPO is competitively sourced and is available for use by all State of Iowa Agencies and Political Sub-Divisions within the State of Iowa including Scott County.)

Budget dollars are available in the Capital Improvement Program budget to fund the cost of this project.

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES
THAT THIS RESOLUTION HAS BEEN FORMALLY
APPROVED BY THE BOARD OF SUPERVISORS ON

DATE

SCOTT COUNTY AUDITOR

R E S O L U T I O N

SCOTT COUNTY BOARD OF SUPERVISORS

October 29, 2020

APPROVING BOARD ROOM A/V PROJECT

BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

Section 1. The audio/video project for the County Board Room with a total cost of \$50,358.49 from Heartland Business System is hereby approved.

Section 2. This resolution shall take effect immediately.