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Date	Ver.	Action By	Action	Result
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TITLE:

UPGRADES TO AUDIO/VISUAL EQUIPMENT AND BROADCAST SYSTEM

DEPARTMENT: CITY MANAGER'S OFFICE

PRESENTED BY: TONY DODERO, PUBLIC INFORMATION OFFICER

CONTACT INFORMATION: TONY DODERO, PUBLIC INFORMATION OFFICER (714) 754-5288

RECOMMENDATION:

Staff recommends the City Council:

1. Approve the Professional Services Agreement with Triton Technology Solutions, Inc. for audio/visual and broadcasting system upgrades for the Council Chambers, Control Room, Community Room, and Conference Room 1A, pursuant to CMMC 2-171(b).
2. Authorize the City Manager and City Clerk to execute the agreement and any future authorized amendments to the agreement.
3. Approve a budget appropriation of \$238,250 from available fund balances in the Information Technology Replacement Fund 603.

BACKGROUND:

Designing a New A/V Equipment and Broadcasting System

On December 3, 2013, the City Council: (1) approved designating \$1.6 million to upgrade the City's audio/visual equipment and broadcast system used to facilitate and broadcast public meetings that are routinely conducted in the Council Chambers and (2) directed City staff to issue a Request for

Proposals (RFP) for this designation.

Due to the specialized nature of the designs, on December 7, 2015, the City entered into a Professional Services Agreement with Triton Technology Solutions, Inc. (Triton) for \$136,125 to provide professional engineering services to design the RFP bid specifications, which was expanded to include the Council Chambers, Control Room, Community Room, and Conference Room 1A. The design encompassed a vast and integrated audio/visual and broadcasting system, whose various components can be distinguished generally as follows:

- Audio equipment
- Camera equipment
- Presentation displays
- Computer displays and accessories
- Furniture, racks, and power distribution units
- Voting system
- Lighting equipment and system
- Production switchers and routers
- System storage, servers, and patch bays
- ***A/V digital media source control system***
- Broadcasting and streaming control system

The estimated cost for purchase of all of the above equipment categories was quoted at \$1.25 million in 2015. The estimated costs specifically designated for the “***A/V digital media source control system***” totaled \$105,274 from the \$1.25 million quote.

Constructing and Installing A/V Equipment and Broadcast System

On July 10, 2018, City Council adopted the plans, specifications, and working details for the City Hall Audio Visual (A/V) Improvement and Broadcast Production Upgrade Project - City Project No. 18-05. The City Council awarded Key Code Media, Inc. the RFP bid in July 2018 for \$1.75 million. However, because of the need for expertise and oversight during the construction and installation of the project design, on December 15, 2018, the City entered into a Professional Services Agreement with Triton for \$47,985 to provide design and review services during the construction phase on the CIP project.

On June 18, 2019, City Council meetings resumed in the renovated Council Chambers with the new media equipment operational. Since that time, Costa Mesa public meetings have been available to the public through the City's CMTV3 channel, the online broadcasting channel, and YouTube. Since the COVID-19 pandemic, public meetings have also been available via Zoom. The City's award winning CMTV team and City Clerks' Office have been recognized for these efforts in providing excellent transparency during public meetings. In 2022, City Clerk Brenda Green received the City Clerk Award of Distinction for Technology and Innovation from the City Clerks Association of California, for her efforts in ensuring public access to City government meetings during a global pandemic where many other amenities had restrictive access. Most recently, the Voice of OC gave

Costa Mesa an “A” rating for the efforts in transparency for broadcasting public meetings.

Discontinuation of Key Materials

Industry standards note that the lifespan of A/V and broadcasting systems and equipment can last up to eight (8) years. However, due to the impacts of the COVID-19 pandemic on manufacturing, production, and supply chain, many manufactures discontinued certain products, including some that were used by the City in their A/V and broadcasting systems.

Notably, key components of the “**A/V digital media source control system**” category, including the Crestron DigitalMedia switcher chassis, blades, and related accessories were discontinued and no longer supported by the manufacturer. This system functions as the nucleus of the A/V system, which delivers ultra-fast signal routing and pure, lossless distribution of High-Definition Multimedia Interface (HDMI) and other signals to support all the digital media players, HDTV receivers, computers, cameras, and display devices. The system seamlessly manages all of the disparate A/V signals and devices to deliver a transparent user experience, and to ensure an optimum video image and audio signal at all facilities - Council Chambers, Control Room, Community Room, and Conference Room 1A.

ANALYSIS:

As a result of the discontinuation of key materials for the City's A/V digital media source control system, it is vital for staff to plan to replace the existing discontinued software. Therefore, staff is recommending an upgrade of the City's Council Chamber A/V and broadcasting system which has been discontinued by the manufacturer. Failure to upgrade the A/V digital media source control system component, will results in the inability to properly run the necessary audio and video components of the City's public meetings.

Triton designed the original system that formed the bid specifications for the original RFP in 2015. Triton managed the installation of the system in 2019, and the City has had a contract with them to maintain the system. Triton has a specialized knowledge of the City's A/V digital media control source system.

Due to (1) the specialized A/V and broadcasting technological systems currently in place at the Council Chambers, Control Room, Community Room, and Conference Room 1A and (2) the specialized knowledge of the City's current system, design, and operations that span over a decade, staff is recommending to enter into a professional services agreement with Triton Technology Solutions, Inc. to provide the following services to our Crestron DigitalMedia System:

- Program and Design Labor;
- Installation and Commissioning;
- Equipment Procurement; and
- Materials Installation.

The total estimated pricing for this professional service review is \$223,250. Staff is requesting an additional \$15,000 for any unforeseen costs related to this review for a total amount of \$238,250.

Program and design of the new system includes identifying the discontinued systems and providing suitable alternatives that meet the City's standards in providing excellent audio/visual and

broadcasting services at public meetings. After design, the vendor would lead the procurement of the identified systems and technology, as well as the installation and programming of the materials.

ALTERNATIVES:

City Council may choose not to approve the agreement, however, the City runs the risk of losing the ability to adequately and functionally broadcast and stream its public meetings if it continues to rely on antiquated hardware and software.

FISCAL REVIEW:

The total estimated cost to review the Creston DigialMedia System in the City's Council Chamber is \$238,250. There are sufficient fund balances available in the Information Technology Replacement Fund 603 to cover this project.

LEGAL REVIEW:

The City Attorney's Office has reviewed the report and the Professional Services Agreement and approves them as to form.

CITY COUNCIL GOALS AND PRIORITIES:

This item supports the City Council's goal to Maintain and Enhance the City's Facilities, Equipment, and Technology.

CONCLUSION:

Staff recommends the City Council:

1. Approve the Professional Services Agreement with Triton Technology Solutions, Inc. for audio/visual and broadcasting system upgrades for the Council Chambers, Control Room, Community Room, and Conference Room 1A, pursuant to CMMC 2-171(b).
2. Authorize the City Manager and City Clerk to execute the agreement and any future authorized amendments to the agreement.
3. Approve a budget appropriation of \$238,250 from available fund balances in the Information Technology Replacement Fund 603.