



## Legislation Details (With Text)

<b>File #:</b>	ID#18-5409	<b>Version:</b>	1	<b>Name:</b>	Authorize a purchase order to Encore Broadcast Equipment, Inc. of Tampa, FL,
<b>Type:</b>	Action Item	<b>Status:</b>		<b>Status:</b>	Passed
<b>File created:</b>	11/8/2018	<b>In control:</b>		<b>In control:</b>	Public Communications
<b>On agenda:</b>	11/15/2018	<b>Final action:</b>		<b>Final action:</b>	11/15/2018
<b>Title:</b>	Authorize a purchase order to Encore Broadcast Equipment, Inc. of Tampa, FL, in the amount of \$153,355.74 for labor and equipment to relocate the broadcast facilities from City Hall to the Clearwater Main Library, providing for upgrades to the broadcast equipment, and securing of unused broadcast equipment, in accordance with City Code of Ordinances 2.564(1)(b) Other Governmental Bids, and authorize the appropriate officials to execute same.				

### Sponsors:

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### Code sections:

**Attachments:** 1. Encore Proposal CITY OF CLEARWATER SS 10-5-18 CITY HALL AV MOVE TO LIBRARY Complete.pdf

Date	Ver.	Action By	Action	Result
11/15/2018	1	City Council		
11/13/2018	1	Council Work Session		

### SUBJECT/RECOMMENDATION:

Authorize a purchase order to Encore Broadcast Equipment, Inc. of Tampa, FL, in the amount of \$153,355.74 for labor and equipment to relocate the broadcast facilities from City Hall to the Clearwater Main Library, providing for upgrades to the broadcast equipment, and securing of unused broadcast equipment, in accordance with City Code of Ordinances 2.564(1)(b) Other Governmental Bids, and authorize the appropriate officials to execute same.

### SUMMARY:

City Council authorized staff to vacate City Hall and relocate Council Chambers to the Clearwater Main Library. The estimate provided includes the costs to move the broadcast facilities to the Clearwater Main Library, enhance the broadcast equipment to provide for improved functionality, and remove any broadcast equipment currently in the city council chambers for storage or reuse in other parts of the city.

The construction of a new dais accounts for \$46,790.59 of the \$153,355.74 quote. This construction will include for a dais which is mobile and if desired can be moved to a future city council chambers. Those costs can be reduced by \$6,000 if it is determined that the finish of the counter top should be laminate versus granite, and by another \$10,370 if it is determined that the metal railing and glass partitions which are a part of the design are not desired.

The removal of equipment from the current council chambers will cost around \$8,000 in labor, with many of

those costs being for equipment that will be stored or repurposed elsewhere in the city.

The remaining \$98,565.15 is split between \$47,565.15 in equipment and \$51,000 in labor. Of the \$47,565.15 in equipment costs, approximately \$5,000 relates to equipment which supports the status quo. The remaining amount is focused on four enhancements. It is important to note that many of these costs are crossover cost and would be shared, so removing an enhancement does not necessarily mean a full adjustment to the estimated costs.

### **Power upgrades**

The current chambers does not employ uninterrupted power supplies for either the dais or the equipment supporting broadcasting. \$3,000 of the bid provides UPS systems for all equipment.

### **Multi Zone Speaker system**

The current chambers operate with a single speaker system. This results in challenges to those in the audience to hear what is occurring without affecting the council and staff on the dais. Approximately \$8,000 supports the upgrades to this system.

### **Press Hookup**

Currently the members of the media must be in the room with their equipment and wiring to capture elements of the meeting. This upgrade would allow for the media members to have their equipment and wiring in the hallway area along Osceola. \$3,000 supports this upgrade.

### **Enhanced Configuration**

The major upgrade relates to equipment related to a change to the configuration of the dais. The current set up has full functionality for the Mayor, Council, and CM/CA/DCM/ACM positions, but limited functionality for the clerks' seating. Additionally, other boards have unique configuration needs, the most extreme being the code enforcement board. This board often has the need to have a set up more akin to a court room where witnesses can be questioned. This enhancement is estimated at \$29,000.

The remaining \$51,000 in labor is split between the enhancements and the status quo items, and it is difficult to estimate the savings in this line item without choosing to requote the total number.

While this move does include enhancements discussed above, staff has been advised that this is the time to do such improvements and that they will improve the experience for all involved.

While the quote for the project to the city is \$153,355.74, the net cost to the city will be closer to \$113,355.74, as this project will result in the reuse of a piece of equipment valued at \$40,000 rather than the purchase of that equipment for a planned fire department project.

The 30-day move will require the Council Chambers to be deconstructed and reconstructed during a time when there are no televised meetings. This will occur between mid-December and mid-January. Encore is using pricing from Hillsborough County Schools Bid #14115 EST.

**APPROPRIATION CODE AND AMOUNT:**

A first quarter budget amendment will establish capital improvement project C1909, City Hall Move, recognizing a budget increase of General Fund revenue in the amount of \$215,000 to fund this project.

**USE OF RESERVE FUNDS:**

Funding for this project will be provided by a first quarter budget amendment allocating General Fund reserves in the amount of \$215,000 to capital improvement project C1909, City Hall Move. Inclusive of this item if approved, a net total of \$578,370 of General Fund reserves has been appropriated by Council to fund expenditures in the 2018/19 operating budget. The remaining balance in General Fund reserves after the 8.5% reserve is approximately \$9.1 million, or 6.1% of the current General Fund operating budget.