



CITY COUNCIL AGENDA STATEMENT



April 7, 2020

File ID: 20-0095

TITLE

- A. RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CHULA VISTA ACCEPTING REQUEST FOR QUALIFICATIONS (RFQ#34-18/19) AND AUTHORIZING THE CITY MANAGER, OR DESIGNEE, TO PRE-APPROVE THREE AUDIO-VISUAL COMPANIES TO PERFORM AUDIO-VISUAL SERVICES FOR THE CITY OF CHULA VISTA AND WAIVING THE COMPETITIVE BID PROCESS FOR CERTAIN AUDIO-VISUAL PROJECTS IF CITY STAFF IS UTILIZING THE PRE-APPROVED VENDOR LIST (4/5 VOTE REQUIRED)

- B. RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CHULA VISTA ACCEPTING BIDS AND AWARDING A CONTRACT FOR SERVICE TO WESTERN AUDIO VISUAL, INC FOR AUDIO-VISUAL UPGRADES FOR THE CHULA VISTA ELITE ATHLETE CENTER AND APPROPRIATING \$332,974 FROM THE AVAILABLE BALANCE OF THE PUBLIC, EDUCATION AND GOVERNMENT FUND. (4/5 VOTE REQUIRED)

- C. RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CHULA VISTA ACCEPTING BIDS AND AWARDING A CONTRACT FOR SERVICE TO PROTELESIS FOR AUDIO-VISUAL UPGRADES FOR THE CITY OF CHULA VISTA EMERGENCY OPERATIONS CENTER AND TWO CONFERENCE ROOMS AND APPROPRIATING \$33,582 FROM THE AVAILABLE BALANCE OF THE PUBLIC, EDUCATION AND GOVERNMENT FUND. (4/5 VOTE REQUIRED)

RECOMMENDED ACTION

Council adopt the resolutions.

SUMMARY

The City wishes to create a pre-approved list of audio-visual vendors to bid on certain audio-visual projects which meet certain requirements to waive the formal bid process as outlined in Municipal Code 2.56.070. This action would also approve two projects for significant audio-visual upgrades.

ENVIRONMENTAL REVIEW

The proposed Project has been reviewed for compliance with the California Environmental Quality Act (CEQA) and it has been determined that the Project qualifies for a Categorical Exemption pursuant to State CEQA Guidelines Section 15301 Class 1 (Existing Facilities) and Section 15061(b)(3), because it can be seen

with certainty that there is no possibility that the activity in question may have a significant effect on the environment. Thus, no further environmental review is required.

BOARD/COMMISSION/COMMITTEE RECOMMENDATION

Not applicable.

DISCUSSION

A great majority of the conference rooms and technology centers throughout City Hall, Library, Police Department and outlying facilities, have aging technology which has become a hinderance to conducting effective and efficient meetings, communicating informative and important information to the public and providing a suitable environment to conduct emergency operations. City Information and Technology Services (ITS) staff have been working diligently over the last four years on major technology transformation projects including Windows/Windows server upgrades, significant software updates throughout the City, and implementing an all new network infrastructure to support current and emerging technology. As part of the ongoing technology transformation for the City, ITS staff is now undertaking audio-visual upgrades throughout the City to improve effectiveness and efficiency at meeting places (e.g. conference rooms) as well as improve the availability of information being displayed for the pubic throughout the City.

PRE-APPROVED AUDIO-VISUAL VENDORS

In order to expedite these audio-visual projects, staff conducted a Request for Qualification (RFQ #34-18/19) in order to build a pre-approved list of highly qualified audio-visual vendors to bid on audio-visual projects. For projects which exceed \$100,000, but less than \$500,000, staff is seeking approval from the City Council to waive the formal bidding process as required by Municipal Code Section 2.56.070, and only accept bids from the list of pre-approved vendors. By having a list of pre-approved vendors, staff can expedite the implementation of new technology for conference rooms, shared office spaces, digital displays, etc. needed to keep up with our Smart City challenges. Staff received five responses and rated each company on the following criteria: Cost effectiveness, demonstrated ability to provide the services needed and overall capability.

Staff selected the following firms for the Pre-Approved Audio-Visual list:

Protelesis
Western Audio Visual
AVI Systems

All three vendors have significant experience providing the type of audio-visual expertise and implementation that the City is seeking to complete. Both Protelesis and Western Audio Visual have performed various audio-visual projects for the City to staff's satisfaction and AVI Systems is a well-known nation-wide audio-visual firm.

CHULA VISTA ELITE ATHLETE FACILITY – VISITOR CENTER UPGRADE

The Chula Vista Elite Athlete Training Center (CVEATC) has aging audio visual equipment in the Visitors Center. None of the audio-visual equipment is under warranty, and a good portion of the equipment is beyond end of life and not repairable. The audio-visual equipment in the Visitor Center supports two meeting rooms, presentations in the main hallways and the Gift center. The new audio-visual design will incorporate all aspects of their media requirements within one system. This will make it significantly easier for CVEATC staff to manage media presentations which showcase athletes and athletic endeavors to the visitors and CVEATC residents/coaches who utilize the Visitor Center.

All three vendors from the pre-approved list were brought in to participate in a design/bid session with staff from the CVEATC. Staff then rated the three proposals and selected Western Audio Visual to complete to A/V work based upon their design specifications most closely meeting the requirements for this project.

EMERGENCY OPERATIONS CENTER UPGRADE

Currently, the City's Emergency Operations Center (EOC) is located in 2 large conference rooms in the basement of Building C. This is where a majority of the EOC staff is situated during a EOC activation. There are also two adjoining conference rooms which serve as meeting rooms for executive EOC staff and other assignments which are not ideal to house in the main EOC location.

The audio-visual equipment in the room is out of date and does not meet the needs of a highly functional EOC. Upgrades to all the audio-visual equipment is necessary in order to meet the highly demanding informational requirements of an EOC. All three areas are also used as public meeting rooms. The new audio-visual equipment will significantly enhance the capabilities of these meeting areas when the EOC isn't activated.

All three vendors from the pre-approved list were brought in to participate in a walk-through of the current EOC and adjoining conference rooms. Vendors submitted plans and City staff selected Protelesis as the vendor whose project best met the needs and requirements for the EOC.

DECISION-MAKER CONFLICT

Staff has reviewed the decision contemplated by this action and has determined that it is not site-specific and consequently, the real property holdings of the City Council members do not create a disqualifying real property-related financial conflict of interest under the Political Reform Act (Cal. Gov't Code § 87100, et seq.).

Staff is not independently aware and has not been informed by any City Council member, of any other fact that may constitute a basis for a decision-maker conflict of interest in this matter.

CURRENT-YEAR FISCAL IMPACT

Neither proposed project will have any fiscal impact on the General Fund.

CVEATC Project

The total proposed cost of the CVEATC upgrade for Fiscal Year 2020 is approximately \$304,580, which will be funded from the Public, Education and Government (PEG) fund. Maintenance is an additional annual fee and will begin after the conclusion of the installation, testing and operational readiness of the Council Chamber equipment. Maintenance costs are expected to begin in FY 2021 and will be included in the proposed FY 2021 budget. Cost for maintenance is located in the “Ongoing Fiscal Impact” section of this report. Staff is seeking approval to appropriate funds from the Public, Education and Government Fund to cover the cost to implement this project as information related to the City of Chula Vista, as well as the CVEATC will be displayed on the A/V equipment daily for visitors. The project total includes an additional \$50,000 in contingency costs related to this project.

EOC Project

The total proposed cost of the EOC upgrade for Fiscal Year 2020 is approximately \$103,382 which includes a 5-year maintenance service agreement and \$10,000 in contingency costs related to this project. \$69,800 of the project costs are covered via the FY 2018 State Homeland Security Grant Program. The remaining \$33,582 will be funded from the available balance of the Public, Education and Government Fund. All of these rooms are utilized for various City Council Boards and Commission meetings, as well as other meetings in which the public can participate.

ONGOING FISCAL IMPACT

Neither project will have any impact on the General Fund on an on-going basis.

Maintenance contract costs for the CVEATC project are delineated below for ongoing fiscal impact. These costs will be budgeted in the normal budgetary process for succeeding fiscal years. Year one maintenance costs are included in the FY 2020 estimate above. Note that years one and two maintenance costs are presented at a 50% discount to the normal rate. These maintenance costs will be funded from the available balance of the Public, Education and Government Fund.

CVEATC Maintenance

Five-year maintenance costs for the EOC project are included in the FY 2020 estimate. No on-going expenses will be required.

ATTACHMENTS

1. Contracts for Services – Western Audio Visual/Protelesis

Staff Contact: Edward Chew, Director, Information and Technology Services