

NO: R055

COUNCIL DATE: May 1, 2023

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## REGULAR COUNCIL

TO: **Mayor & Council**

DATE: **April 25, 2023**

FROM: **General Manager, Corporate Services**

FILE: **1220-40**

SUBJECT: **Award of Contract No. 1220-030-2022-041 for Council Chambers & Community Rooms Multimedia Refresh**

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## RECOMMENDATION

The Corporate Services and Parks, Recreation & Culture Departments recommend that Council:

1. Award Contract No. 1220-030-2022-041 to AVI-SPL in the amount of \$1,229,039.96 (including GST), for the Council Chambers & Community Rooms Multimedia Refresh Project;
2. Set the expenditure authorization limit for Contract No. 1220-030-2022-041 at \$1,351,943.96 (including contingencies and GST); and
3. Authorize the General Manager, Corporate Services to execute Contract No. 1220-030-2022-041.

## INTENT

The purpose of this Corporate Report is to obtain Council's approval to award Contract No. 1220-030-2022-041 for the replacement of end-of-life audio-visual equipment as described in this report.

## BACKGROUND

This City's Council Chambers and Community Rooms (1E and 2E) are important meeting spaces serving a variety of needs including Council meetings, theatre productions, and community meetings. All three meeting spaces are due for technology replacement with most of the audio-visual equipment being past end-of-life, with extended warranties exhausted for several years. Equipment and technology issues in these three meeting spaces have become increasingly challenging to resolve. The pandemic delayed the technology refresh due to budget constraints and equipment supply chain challenges. This refresh project will be replacing all aged equipment with newer more robust and reliable equipment, along with some infrastructure changes needed to support modern audio-visual system requirements. Construction is planned to occur during the Council break between August 7 to September 8, 2023.

## DISCUSSION

In January 2023, a Request for Proposal 1220-030-2022-041 (the “RFP”) was issued for the supply of labour and design and to replace the end-of-life multimedia equipment used in Council Chambers and Community Rooms 1E and 2E. The City’s competitive, public tender process yielded fewer tender submissions than average due to the specialized nature of the work and tight construction schedule. The City received two responses to the RFP.

The responses were reviewed by an evaluation team comprised of staff from the Information Technology Division and Performing Arts Division. The following evaluation criteria were considered for each proposal:

- Experience, Reputation and Resources;
- Technical (Project understanding, review of submitted solution, methodology, quality, and key personnel); and
- Financial (review of total cost based on the scope of the project).

The table below shows the costs of the submissions listed from lowest to highest costs:

| <b>Proponent</b> | <b>Proposed Cost (Incl GST/PST)</b> |
|------------------|-------------------------------------|
| Evolution AV     | \$881,667.53                        |
| AVI-SPL          | \$1,229,039.96                      |

The types of equipment and services in the proposals include:

- (2) 4K Laser Projectors, (2) 86-inch Televisions, (8) Microphones, (19) Cameras;
- Audio and Video Control Processors; and
- Networking panels and wiring to support new capabilities.

Based on the above criteria, the evaluation team has determined that AVI-SPL is the preferred proponent as they have quoted the best value, design and quality of equipment suited for Council Chambers, Community Rooms 1E and 2E.

## FUNDING

Funding for this contract is available in the annual 2023 IT capital budget.

## CONCLUSION

It is recommended that Council approve the award of contract to AVI-SPL for the supply, delivery, installation, and implementation of the audio-visual equipment in the City’s Council Chambers and Community Rooms (1E and 2E) in the amount of \$1,351,943.96 (including contingency & applicable taxes) and authorize the General Manager, Corporate Services to execute the contract with AVI-SPL.

Rob Costanzo  
General Manager, Corporate Services