



ROCK ISLAND
ILLINOIS

MEMORANDUM
INFORMATION TECHNOLOGY DEPARTMENT

TO: Thomas Thomas, City Manager

Number: 14-017

SUBJECT: Council Chambers Video Cameras

Date: 12/11/2013

Over the years a number of comments and concerns have surfaced regarding the quality of broadcast production that the City of Rock Island portrays during the regular Monday night city council meeting. Sound quality, picture/image quality, and accessibility have all been topics of discussion at various times. Citizen comments, combined with questions raised by members of council surfaced and the IT staff was tasked with identifying the issues with the intention of providing solutions. Additionally the City of Rock Island marketing plan dated 9/15/2011 identified improving the public access channel as a strategy to increase external city-wide communications.

Last year the audio system was replaced along with the installation of a new media server to handle the recording and playback of the public access channel content. At the time there was insufficient funds to replace the three video cameras also in council chambers. Included in the FY 13-14 is funding to replace the cameras. The IT Department has collected proposals from vendors interested in the project to update the video cameras in the council chambers. AVI Systems of Davenport, IA submitted a proposal that is cost effective and brings the camera system to a modern standard definition (SD) broadcast level. An SD video encoder has been added and live broadcast via the Internet is also in the works.

Recommendation: The Information Technology Department recommends that the City Council approve the purchase and pay for installation of a four camera system from AVI Systems for a total of \$13,263.74.

Vendor: AVI Systems, Inc.

Payment Amount: \$13,263.74

Account Chargeable:

Fund: 101 General Fund

Division/Cost Center: 256081 Information Technology

Object Class: 56405 Computer Software

Project Number: 6144223 PATV/Gaming

Requisition Number: R004326

Submitted by: Timothy Bain, IT Director

APPROVED: Thomas Thomas, City Manager



Proposal for Council Chambers SD Camera System upgrade

Proposal Number: 03-018-001335.1
Date: Friday, December 06, 2013
Prepared For: City of Rock Island
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The prices quoted in this Proposal reflect a discount for a cash payment (i.e., check, wire transfer).
The prices are valid for 30 Days and may be locked in by signing AVI's Retail Sales Agreement.

CONFIDENTIAL INFORMATION

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Scope of Work

The newly installed systems will consist of the following technology:

1. Laptop computer presentation
 - Existing
 - VGA
2. (1) Preview monitors
 - Existing
3. (1) Program monitor
 - Existing
4. (1) Camera controller and video switcher
 - Rack mounted in the existing workstation
5. (4) Standard Definition Cameras
 - 1 Ceiling Mounted
 - 3 Wall mounted
6. Equipment Rack
 - Existing workstation

General Functionality:

The City of Rock Island's Council Chamber's existing cameras and camera control systems have surpassed their life expectancy and are in need of updating. This project will replace and relocate the existing cameras while adding an additional camera to the system. The current separate camera controls and video switcher will be replaced with a single unit that will handle both functions.

The camera locations are not optimal for capturing the meetings held in the Council Chambers so the new cameras will be located to allow for better coverage of the Council Table, the Presenter's Podium, and the public seating area. Three of the camera locations will be wall mounted and require the cables to be run through surface mount conduit, less than 20ft total of the surface mount conduit will be required for these three camera locations.

The city has a contractor that is experienced in routing cables above the Council Chambers so the City will hire this contractor to pull any new cables needed for the camera upgrade and reorientation. AVI will supply the necessary cable, coordinate the necessary locations needing cabling, and will terminate the cables.

Character and Graphics Generation will need to be done on the existing UltraNEXUS. The equipment on the proposal does not provide Character Generation capabilities.

The City Staff will receive one hour of training on the operation of the ProductionVIEW HD camera controller and video switcher. The training will cover camera controls, source switching, and basic functions of the ProductionVIEW HD. This training is not intended to cover every capability of the ProductionVIEW HD. Specific functions or a more in-depth level of training is available and a proposal can be made to cover this additional level of training when requested.

The existing cameras, control system, video switcher, and titler will be disconnected and set aside for disposal by the City of Rock Island staff.

Source Connectivity:

The cameras use two Category type cables and an interface boxes. The first cable will connect the camera to the interface box to provide power to the camera and carry the video signal to the interface box. The second cable will connect the camera to the camera control system.

The S-Video video output on the each interface box will be connected to a separate input on the ProductionVIEW HD.

The two Program Video outputs of the ProductionVIEW HD will feed the existing UltraNEXUS and an existing Program Monitor.

One of the Preview Video outputs will be connected to an existing Preview Monitor.

The existing Kramer VGA extender receiver will be connected to one of the ProductionVIEW HD inputs so the computer can be selected as a source during meetings.

AVI will provide two additional adaptor cables so the City can fully populate the inputs and outputs in the ProductionVIEW HD.

Equipment Rack:

The new equipment will be mounted into the existing workstation equipment rack.

AVI Responsibilities:

1. After the contract execution, the assigned AVI Project Manager will contact the client within 2 weeks for an introduction meeting and to discuss preliminary project timelines and coordination with the City's cable contractor.
2. Coordinate with the client and their cabling contractor to establish cabling requirements and camera locations.
3. Provide and install the equipment on contract in accordance with this Scope of Work **excluding** any client responsibilities listed below.

Assumptions:

In developing a comprehensive proposal for equipment and installation services, AVI must make some assumptions regarding the physical construction of your facility, the availability of technical infrastructure and the site conditions for installation. If any of the assumptions we have indicated below in this proposal are incorrect for your particular project or the project site, please let your sales representative know as soon as possible.

- Structure exists above the drop tile ceiling, is sufficient for mounting of the cameras
- Structure existing at the wall mount locations is acceptable and sufficient for mounting of the cameras
- Uninterrupted access to the project site on the agreed upon installation dates.
- Project site physical and ambient characteristics represented during contract phase have not been altered without notifying AVI
- AVI will have the ability to park and load/unload equipment and tools at a location within close proximity to the project site

Room Characteristics:

The identified room has the following characteristics:

1. Ceiling

- Lock tile
- Hard deck

2. Walls

- Plaster

3. Room dimensions

- Width 50ft 10in
- Length 61ft 8in
- Height 12ft 6in

Client Responsibilities and Construction Considerations:

In order to accomplish the outlined goals of the project, the client will be responsible for providing the following equipment and contracting with a qualified entity to make the following necessary modifications to the space as directed by AVI. The costs associated with these modifications **are not included** in this contract and are as follows:

1. Coordinate with a third party to have two category cables pulled from the equipment rack location to each camera location per AVI Specifications.
 - It is the City's or it's cabling contractor's responsibility to limit the cable runs to 200 feet or less from the Camera to the Interface Box, which will be located in the equipment rack below the ProductionVIEW HD.
 - The City or it's cabling contractor will be responsible to provide any necessary cable dressing or surface mount conduit needed for the cables running down from the ceiling and to the equipment rack.

- Unless listed above all applicable taxes, delivery charges, and insurance costs are additional.
- Standard payment terms are Net 30 days, with progressive billing for labor and materials, monthly billing for hardware, and pre-payment for support agreements.