Commerce City

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# Council Communication

**File Number: Res 2024-015**

**Agenda Date:** 3/4/2024 **Version:** 2 **Status:** Consent Agenda

**In Control:** City Council **File Type:** Resolution

A RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR AV UPGRADES AT BISON RIDGE RECREATION CENTER TO BEACON COMMUNICATIONS LLC

**Summary and Background Information:**
The current A/V equipment at Bison Ridge Recreation Center is at the end of life meaning a hardware failure is likely and the manufacturer does not provide any warranty on the hardware. In order to keep the A/V running it is imperative to upgrade the end of life equipment. The new upgraded hardware would have an expected life of 5-6 years. The upgraded hardware will help to ensure the technology is reliable for City staff and public use at Bison Ridge Recreation Center. In addition, the technology has evolved over the last 5 years and will incorporate new technological advances in audio visual equipment including video conferencing capabilities in select rooms.
The costs for this project are included in the current IT budget.
The current tentative schedule is to kick-off the project the week of April 1st, 2024 and have the new system in place by December 31st, 2024. The City has conducted an RFP process in accordance with the City's procurement policy.
The following shows the schedule of events pertaining to the RFP process:

| **Solicitation Activity** | **Date(s)** |
|---|---|
| Publication and distribution of RFP: | 10/11/2023 |
| Question submittal deadline: | 10/20/2023 |
| Question answers deadline: | 10/25/2023 |
| RFP response deadline: | 11/03/2023 |
| Vendor finalist selected: | 12/08/2023 |
| Contract negotiations with finalist | 03/04/2024 |

The City received one response to the RFP which was Beacon Communications LLC. Beacon Communications currently supports the City Audio Visual Systems throughout the City. City staff is confident in Beacon Communications ability to deliver on this project.

**Staff Responsible (Department Head):** Justin Bingham
**Staff Member Presenting:** Tiffany Chacon (If questions arise)

**Financial Impact:** Estimated at $600,000
**Funding Source:** 395-17-750-730

**Staff Recommendation:**
Staff recommends moving forward with awarding the contract to Beacon Communications LLC for the purchase and use of AV upgrades at Bison Ridge Recreation Center subject to finalization of the contract and executed by the City Manager.

**Suggested Motion:** I move to approve Resolution 2024-015, authorizing award of contract for AV Upgrades at Bison Ridge Recreation Center to Beacon Communications LLC.