

TO: Honorable Mayor and City Council
FROM: Mike Gesme, PEG Access Coordinator
SUBJECT: Council Chambers Technology Updates
MEETING DATE: June 19, 2018

BACKGROUND

The audio/visual technology in the Council Chambers at City Hall is showing its age. Components have begun to fail, and the system does not support current formats. In particular, we have lost control over microphone volume, the document camera and laptop inputs are limited to a low resolution, and the projector often requires the room lights to be turned off.

After reviewing our needs with two companies, I recommend we move forward with the attached proposal from EPA Audio Visual. The proposal includes the equipment, installation labor, and programming for the following:

- Brighter, widescreen projector
- High definition document camera
- Digital laptop connection to support modern devices
- Updated Crestron control system to manage all devices
- Speakers above Council area for voice reinforcement
- Individual control over microphone levels
- Clean up installation of 4 side table microphones

This updated presentation equipment will also integrate with our recently upgraded production and broadcast system in the cable television studio.

Funding for this project would come from the cable television fund.

The Cable Commission has reviewed the proposal and recommends approval.

REQUESTED COUNCIL ACTION

I respectfully request a motion to approve the EPA Audio Visual proposal.

PROJECT
PROPOSAL

Your Space... Our Technology



Council Chambers

Audio Visual Upgrade



7910 State Highway 55

Rockford, MN 55373

763-477-6931 • 800-362-3674

www.epaaudio.com

This Proposal Compiled for:

Mike Gesme
Council Chambers
Audio Visual Upgrade

City of Cannon Falls
918 River Road
Cannon Falls, MN 55009

Presented by:

Jay Shearer
EPA Regional Sales Manager

Justin Dorion
Designer/Programmer

May 21, 2018

City of Cannon Falls
Mike Gesme
918 River Road
Cannon Falls, MN 55009

May 21, 2018

Subject: Council Chambers

City of Cannon Falls - Mike - Council Chambers - 052118

Based on the information given and site visit, we have prepared this proposal to install the audio visual system at City of Cannon Falls. This proposal includes the scope of work, system costs, standard warranty, scheduling and implementation.

EPA is a premier communication technology integration firm. We specialize in design and design/build A/V solutions as well as A/V technology upgrade solutions for integrated multimedia presentation systems, audio systems, distributed media, video conferencing and portable systems.

Scope of Work

EPA Audio Visual, Inc. will integrate a new digital video system in the council chambers. The system will be based around Crestron's 3-Series® 4K DigitalMedia™ System 150

Council Chambers:

Video: A new 5000 lumen WUXGA lamp free laser projector will be installed and display onto a widescreen format, recessed electric screen. Video sources for presentation system will consist of an analog VGA w/audio and HDMI connection at the podium, as well as a digital HD document camera. An HDMI to SDI converter will be used to send a video feed of the presentation sources to the Tricaster for broadcasting; this will be the same feed that is sent to the projector. An auxiliary feed at the rack location will allow for a HDMI connection for cable TV feed etc.

Audio: The existing 12 microphones will be re-used, the two on each side of the dais will get an XLR input plate to allow all 12 channels to be controlled independently, and clean up cabling. Two new audio DSP's will handle and route the program sources and all microphones. The audio signals will then get amplified via a 4-channel amplifier and distributed to the existing 9 ceiling speakers. Two of the speakers on the outer edge of the audience seating will be re-located by the council members to allow for speech reinforcement.

Control: A new digital Crestron switcher/processor and 10" touch panels will act as the control operation of the room. This will allow users to easily switch video sources, power the projector on/off, raise and lower the projector screen, and control microphone levels. Both panels located at the dais and control room will mirror each other for simple operation in either space.

Equipment Rack: The new equipment will be housed in the existing 24-space rack.

A general contractor, hired by the owner, will be required to provide the necessary AC power requirements at the ceiling mount location for the projector and electric screen as well as be responsible for the mounting of the electric screen prior to EPA's arrival.

EPA is not responsible for the functionality of existing equipment or faulty infrastructure incorporated into the upgraded system.

Construction and electrical requirements necessary to complete this room are not included in the proposal. A general and electrical contractor may have to be contracted by the owner.

System Implementation

EPA provides a turnkey audio visual system, including equipment, materials, testing, training and warranty. Installation includes engineering, labor, and hardware for display, audio, video, control systems, equipment rack, equipment mounting, plates, panels, connectors and cables. The following items are dependent on project requirements:

Application Engineering:

- Meet with the client's representatives to answer questions during proposal and project reviews.
- Develop and review equipment lists and scope of work to ensure functionality of proposed system.
- Advise conduit and electrical requirements when applicable.
- Review architectural, electrical and millwork drawings.
- Recommend or review acoustical changes or requirements.
- Provide speaker placement for proper coverage.

Project Management:

- Meetings with client's technical/contract representatives to answer questions and/or resolve issues.
- Coordinate installation process, system implementation, monitoring and submittal review with client and their contractors.
- Stage equipment and materials at our location.
- Submit owner's manuals and equipment documentation upon request.
- Supervise end user training on systems.

Installation Labor:

- Terminate and label AV system cable that is part of our project.
- Mount/rack AV equipment as specified in the scope of work.
- Adjusting and balancing audio gain settings, equalization and DSP configuration.
- Assure that the system meets design criteria and functions per the scope of work.
- Site clean-up and disposal of packaging, etc. This does not include existing equipment recycling.
- Pricing is based upon standard business hours of 8:00 am until 4:30 pm CST Monday through Friday. Second and third shifts may require additional labor unless a prior agreement has been made.

Exclusions:

- All conduit, high voltage wiring, breakers, relays, boxes, receptacles, etc.
- Building or site construction or demolition.
- Concrete cutting, core drilling etc.
- Sheet rock replacement or repair necessary for implementation of AV system.
- Ceiling tile or grid work removal or replacement.
- All millwork (moldings, trim, etc.).
- Permits (unless specified in contract).
- Painting or refinishing necessary for implementation of AV system.

System Costs

The system costs include the provision of equipment, hardware, cable, connectors, etc., as well as all engineering, project management, and field installation labor necessary to provide a complete operational system as described above.

Video Equipment:

Qty	Brand	Model and Description	\$Each	\$Extended
1	Da-Lite	88159, 65"x116"Advantage Deluxe Electrol Recessed Electric Screen	2,975.00	2,975.00
1	Sony	VPL-PHZ10, 5000 lm WUXGA Laser Projector	2,645.00	2,645.00
1	Chief	RPMCU, RPA Universal Projector Mount	173.00	173.00
1	Chief	CMS440, Projector Ceiling Kit	92.00	92.00
1	Chief	CMA472, Above Ceiling Plenum Enclosure	89.00	89.00
1	Chief	CMS006, 6" Fixed Extension Column	18.00	18.00
1	Elmo	P30HD, Visual Presenter	2,318.00	2,318.00
1	NewTek	Tricaster (SDI Feed)	Existing	Existing
1	Crestron	DM-TX-4K-302-C, 4K DM 8G+® Transmitter 302 (w/ VGA)	1,160.00	1,160.00
1	Crestron	DM-RMC-4K-100-C, 4K DM 8G+® Rx & Room Controller 100	522.00	522.00
1	BlackMagic	BMD-CONVMBHS24K6G, HDMI to SDI Converter	145.00	145.00
3	Liberty	M2-HDSEM-M-10F, 10' Reduced Profile HDMI Cable	12.00	36.00
2	Liberty	M2-HDSEM-M-03F, 3' Reduced Profile HDMI Cable	8.00	16.00
1	Liberty	E-MVAM-M-12, 12' VGA Micro Cable w/ Audio	22.00	22.00
1	Liberty	EPAWQ539833, 1RU HDMI Pass-Thru Plate	62.00	62.00

Audio Equipment:

Qty	Brand	Model and Description	\$Each	\$Extended
9	JBL	Control 24CT, 4" Compact Ceiling Speaker	Existing	Existing
11	Shure	MX418D/C, 18" Desktop Base Gooseneck Microphone w/ LED	Existing	Existing
1	Shure	MX418/C, 18" Gooseneck Microphone w/ Shock & Flange Mount	Existing	Existing
1	Lab.Gruppen	E 5:4, 500 Watt 4-Channel Amplifier	723.00	723.00
2	Liberty	EPA-WQ539808, Double Gang XLR Plate	38.00	76.00
1	Biamp	TesiraFORTÉ AVB CI, DSP: 12(AEC) in x 8 out	2,163.00	2,163.00
1	Biamp	Tesira EX-AEC, 4-Channel AEC mic/line Input Expander PoE+	1,022.00	1,022.00
1	Biamp	PH POE36U-1AT-R, Gigabit PoE+ Injector (for AVB expanders)	99.00	99.00
1	MOTU	AVB Switch, 5-Port Gigabit AVB Switch (no PoE/+ /++ output)	395.00	395.00

Media Control System:

Qty	Brand	Model and Description	\$Each	\$Extended
1	Crestron	DMPS3-4K-150-C, 3-Series® 4K DigitalMedia™ System 150	2,900.00	2,900.00
2	Crestron	TSW-1060-B-S, 10" Touch Screen (Black)	1,392.00	2,784.00
2	Crestron	TSW-1060-TTK-B-S, TableTop Kit for TSW-1060 (Black)	150.00	300.00
1	Liberty	NRS8FP, 10/100 PoE+ 8 Port Communication Interface	150.00	150.00
2	Liberty	NPI-H1, Niveo Professional Gigabit PoE Power Injector	80.00	160.00

Equipment Rack:

Qty	Brand	Model and Description	\$Each	\$Extended
1	Middle Atlantic	24 Space Equipment Rack	Existing	Existing
2	JG Solutions	JB11-15A-EPA1, Rack Mount Power Strip	95.00	190.00
2	Middle Atlantic	UFA-8-F1, 1RU 8"D RackShelf w/ 1RU Faceplate	45.00	90.00

Summary	\$Totals
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Equipment Total:	21,325.00
Installation Materials:	359.00
Installation Labor:	5,520.00
Custom Programming:	2,880.00
Engineering:	250.00
Project Total:	30,334.00

*** Sales Tax not included if applicable**

Payment Schedule

All payments are due Net-30 days from date of delivery on equipment, with an active account. All others will be required to pay fifty (50) percent upon order and the balance at completion of the project. If there is a delay in scheduling due to room availability, electrical or construction, etc. equipment will be billed at that time. Labor will be billed after final installation and training. Payment(s) can be made in the form of EFT's, Cash, Check or Credit Card. If a Credit Card is used, it must be presented at the time of order. Credit Cards may not be used after a project has been invoiced or after Net-30 or greater terms has been taken.

Remit and Order Address: (All payments must be mailed to address below)

EPA Audio Visual, Inc.
7910 State Hwy 55
Rockford, MN 55373

763-477-4395 – Fax
EPASTaff@epaaudio.com

Standard Warranty

- EPA warrants the audio visual system furnished to be free from defects in workmanship (i.e. cables, connections, structures) failure for a period of one (1) year from the date of acceptance or first beneficial use, whichever occurs first. Warranty service for such defects will be handled in a reasonable and timely manner from the time of notification to EPA by the owner or their agent.
- Warranty applies only to equipment sold on contract through EPA Audio Visual, Inc. and does not include existing or owner furnished equipment.
- EPA will provide a 24-hour support phone number. It will be determined at the time of the call if a service technician will be required to make a service call. If a service call is needed, a service technician will be sent to the owner's location within a reasonable amount of time.
- Warranty period on equipment shall start on the day of installation of equipment.
- Manufacturer's equipment warranties are of varying lengths (usually 90 days to 3 years).
- EPA will warrant equipment for the term established by the manufacturer.
- Warranty does not apply to any product that has been subject to misuse, neglect, accident or operational error.

Implementation Team

Jay Shearer, (763) 477-6931 will serve as your **Account Manager** and will provide primary coordination of systems and equipment recommendations and pricing for the project.

Justin Dorion, (763) 477-6931 will serve as **Project Engineer** and will oversee the various disciplines within the EPA team.

Other members of the EPA technical and administrative staff will be utilized as required for the project.

Summary

We are confident that our participation in your project will contribute to its success. We appreciate the opportunity to submit this proposal package, and look forward to your authorization to proceed.

Sincerely,

Jay Shearer

Customer or Authorized Representative:

Your signature below acknowledges you have read and agree to the stated proposed information and authorize EPA Audio Visual, Inc. to proceed with the project.

Signature

Print Name

Title

Date

Project Total: \$30,334.00

*** Sales Tax not included if applicable**

City of Cannon Falls - Mike - Council Chambers - 052118

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