
TO: CITY MANAGER **DATE:** 2016 MAY 11

FROM: MAJOR CIVIC BUILDING PROJECT **FILE:** 4220 04
COORDINATION COMMITTEE *Reference:* City Hall

SUBJECT: CITY HALL – COUNCIL CHAMBER AUDIO VISUAL UPGRADE

PURPOSE: To request Bylaw funding for the replacement of the Council Chamber Audio Visual system.

RECOMMENDATION:

1. **THAT** Council be requested to bring down a Capital Reserves Bylaw in the amount of \$750,000 (*inclusive of GST @ 5%*) to finance the replacement of the Audio Visual (A/V) system in the City Hall – Council Chamber.

R E P O R T**1.0 BACKGROUND**

The existing Audio Visual (A/V) system serving the City Hall Council Chamber was installed in the late 1990's. Since then, various components have been repaired or replaced, but in general, the equipment has reached the end of its useful life and requires replacement.

In order to investigate current A/V systems and proceed with the project, the City retained the consulting services of Aspyr Engineering to develop the design and specification for the preferred A/V system.

The project encompasses upgrades which include replacing the existing analog presentation systems to HD digital standards with a widescreen presentation format.

Upgrades to the video systems will include replacement of the existing projector system as well as local confidence display monitors and the addition of display systems in the Council Chamber foyer.

The proposed audio system will include a new digital single processor and owner-supplied microphones to improve system volume levels. In addition, the record and broadcast system will also be upgraded to digital standards which will include automated production, recording and archiving systems, with integration to community cable broadcast systems and web streaming capability.

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The proposed work also makes provision for the option of making modifications to the existing desks/workstation surfaces in the Council Chamber to accommodate surface-mounted or recessed 22” monitors to replace the existing 17” monitors which are being phased out.

2.0 PROJECT BUDGET AND SCHEDULE

Based on the proposed scope of work, the A/V upgrade project is estimated to cost in the range of \$750,000.

• A/V equipment and installation	-	\$ 500,000
• General Contractor’s work and fee	-	\$ 85,000
• Millwork modifications	-	\$ 50,000
• Repayment of Capital Contingency funds (Design)	-	\$ 25,000
• Project Contingency	-	<u>\$ 50,000</u>
		\$ 710,000
GST @ 5%	-	<u>\$ 35,500</u>
TOTAL	-	<u>\$ 745,000</u>

Funds totalling \$750,000 are identified in the 2016 Annual Capital Budget to cover the proposed expenditures.

In this regard, it is recommended that Council bring down a Capital Reserves Bylaw in the amount of \$750,000 to undertake the A/V project in the Council Chamber.

Subject to receiving Council approval, the proposed work is planned to commence on 2016 July 27, and is projected to be completed prior to the 2016 September 19 Council meeting.

This will require Council meetings planned for 2016 August 29 and September 12 to be held at an alternate location.

In this regards, Project Management staff are working with the City Clerk’s office to make alternate arrangements for the affected Council Meetings, including notification and accommodation for other groups who generally use the Council Chamber for their meetings.

3.0 CONCLUSION

The existing A/V system and equipment service the City Hall Council Chamber has reached the end of its useful life and requires upgrades to key components.

The proposed upgrades will provide users with improved A/V communications and integration functions to meet the future requirements of the City.

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In order to advance the project, it is recommended that Council bring down a Capital Reserves Bylaw in the amount of \$750,000 (*inclusive of GST @ 5%*) to fund the Council Chamber Audio Visual Upgrade project.



Lou Pelletier, Chair, Major Civic Building
Project Coordination Committee



for Leon A. Gous, Director Engineering

JC:ap

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cc: Deputy City Manager
Director Finance
Director, Parks Recreation & Cultural Services
City Clerk
Purchasing Manager
City Solicitor
Chief Building Inspector