



# Council Business Meeting

December 5<sup>th</sup>, 2023

<b>Agenda Item</b>	Council Chambers Audio-Video-Broadcast Updates		
<b>From</b>	Sabrina Cotta	Administration	
<b>Contact</b>	<a href="mailto:sabrina.cotta@ashland.or.us">sabrina.cotta@ashland.or.us</a>		
<b>Item Type</b>	Requested by Council <input checked="" type="checkbox"/> Update <input type="checkbox"/> Request for Direction <input type="checkbox"/> Presentation <input type="checkbox"/>		

## **SUMMARY**

This is a request for spending authority to perform an upgrade of the audio-video and broadcast technology used by City Council and other boards and commissions in the Ashland Council Chambers.

Due to the cost of this technology remodel exceeding \$100,000, council approval is required for the purchase.

## **POLICIES, PLANS & GOALS SUPPORTED**

Undertaking the project fulfills the need to make council meetings fully hybrid, wherein all participants can see, and be seen, by all other participants and meeting attendees. By supplying more delivery options and clearer communications between Ashland’s public bodies and the citizens they serve, this would indirectly support any and all of the Council’s goals. This project also ensures that the City of Ashland complies with Oregon House Bill 2560, which requires public meetings be remotely accessible when reasonably possible.

## **BACKGROUND AND ADDITIONAL INFORMATION**

The quality of the audio-video signal from and within the Council Chambers has been degrading over time. This manifests as additional hiss and hum in audio, microphones that may cut-out or boom when bumped, or video dropout. This reflects years of usage, movement, and room re-arrangement impacting cables, connectors, and equipment. The broadcast equipment in the broadcast control booth, which RVTV uses to create the television and internet broadcast, is beyond end-of-life and is no longer current with industry standards for compatibility and security. Originally Council approved an agenda item from May 2, 2023 for this upgrade. Rogue Valley Television (RVTV), our broadcast partner, subsequently raised concerns about the ability of the vendor, CDW, to perform adequate work for the city. Staff took a second look at the project, and at the recommendation of RVTV, chose Key Code Media, Inc., to quote the project.

## **FISCAL IMPACTS**

Even taking into account the fact that some of the existing components (e.g. monitors, cameras) would be re-used, contractor estimates for materials and installation are over \$100,000. Attached is an itemized \$118,046.60 bid by Key Code Media, Inc., based on the pre-bid State contract award system. Inquiries to other regional public agencies also confirms that the going rate for a public meeting room equipment update project typically exceeds \$100,000

This has been quoted under the Omnia Purchasing Agreement # 2019.001407.

## **DISCUSSION QUESTIONS**

- As described, this project would only include audio-video updates for the Council Chambers and the associated broadcast booth. If it is desirable to upgrade other City conference rooms in which public meetings are held, there would be additional costs.





# Council Business Meeting

- Deferring these upgrades would result in continued degradation of audio-video signal quality over time. It would also limit communication and presentation options to those that currently exist in the room, whereas an upgrade would provide additional options for presenters, and better support for remote attendance.

## **SUGGESTED NEXT STEPS**

Staff recommends that the Council approve the funding for this project.

## **ACTIONS, OPTIONS, AND POTENTIAL MOTIONS**

I move to approve staff to pursue the council chamber audio-visual equipment upgrade.

## **REFERENCES & ATTACHMENTS**

keycode quote #229984 v 2.pdf

**Bill To:**  
CITY OF ASHLAND

**Ship To:**  
CITY OF ASHLAND  
20 E Main St  
Ashland, OR 97520-1814

**Account Manager:**  
Jason Eshuis  
206-249-4078  
jeshuis@keycodemedia.com

Attn:  
Jason Wegner  
jason.wegner@ashland.or.us

Attn:  
Jason Wegner  
jason.wegner@ashland.or.us

Expiration Date: 11/28/2023  
Terms:

## Client Objectives

### Client Business Objective for Key Code Media (KCM): Upgrading the City of Ashland's Chamber Meeting Room

**Objective:** To deliver a comprehensive upgrade of the City of Ashland's Chamber Meeting Room, incorporating cutting-edge audiovisual technology and equipment to enhance user experience, audio clarity, and overall functionality.

**Background:** The City of Ashland's Chamber Meeting Room serves as a vital space for public discourse and decision-making. It is essential to equip this room with modern audiovisual solutions that will improve communication, facilitate efficient meetings, and provide a professional atmosphere for the community. Key Code Media (KCM) has been selected to lead this upgrade project.

#### Key Objectives:

**Obsolete Component Removal:** Efficiently remove existing components that cannot be reused in the new system, ensuring a clean transition to the upgraded technology.

**VizRt TC1 Pro Switcher Installation:** Install a VizRt TC1 Pro switcher with the control panel to enable seamless switching between video sources, creating a versatile and dynamic presentation environment.

**Extron Equipment for Video Control:** Integrate Extron equipment to provide the operator with full control over video sources, enabling them to manage and optimize the video presentation during meetings.

**Lobby TV Monitor Replacement:** Replace the current TV monitor in the lobby with a modern and high-quality display to keep attendees informed and engaged.

**Bosch Audio Discussion Devices Installation:** Install Bosch audio discussion devices to enhance audio clarity during discussions, making it easier for participants and remote viewers to follow proceedings.

**Q-sys DSP for Audio Quality:** Implement a Q-sys DSP system to ensure superior audio quality, reducing background noise and improving sound clarity.

**Extron Audio Power Amp:** Integrate an Extron audio power amp to provide consistent and powerful audio output throughout the meeting room.

**JBL Pendant Speakers:** Install JBL Pendant speakers to improve sound dispersion and limit feedback issues, delivering high-quality audio to all attendees.

**Curtain Installation for Sound Dampening and Aesthetics:** Offer the option to install curtains behind the dais to enhance sound dampening and add an aesthetic element to the meeting room.

**Control Room Desk Console:** Provide a new desk console for the control room to optimize the operator's workspace and ensure efficient control of AV equipment.

**Optional Dicentis Discussion Devices:** Present an optional upgrade with Dicentis discussion devices for enhanced discussion and interaction capabilities.

**Timeline:** The objective should be completed within a timeframe that minimizes disruption to the City of Ashland's scheduled meetings, with an estimated completion date of no more than three months from the project initiation.

#### Success Criteria:

- Seamless operation of all installed equipment.
- Improved audio and video quality during meetings.
- Increased user satisfaction and engagement.
- Minimal downtime during the upgrade process.

**Benefits:** By achieving this objective, Key Code Media will enable the City of Ashland to conduct more productive and engaging meetings, fostering effective communication, and enhancing the city's reputation as a forward-thinking and accommodating local government.

**Responsibilities:** The responsibility for achieving this objective lies with Key Code Media's project team, in close collaboration with the City of Ashland's representatives.

**Review and Reporting:** Regular progress updates and reporting to the City of Ashland will ensure the objective stays on track, with any necessary adjustments made promptly.

This upgrade will significantly benefit the City of Ashland and its constituents by creating a state-of-the-art meeting room that fosters transparency, efficient governance, and community engagement.

Mfr. Name	Mfr. Part #	Product Details	Qty.	Contract	Discount	MSRP	Omnia Unit Price	KCM Unit Price	KCM Ext. Price
		Video							



Key Code Media, Inc. - Washington

6632 S 191st Pl.  
Suite E102  
Kent, WA 98032  
206-870-0244

www.keycodemedia.com

Sales Quotation

Quote #229984 v 2

Nov 27, 2023

Mfr. Name	Mfr. Part #	Product Details	Qty.	Contract	Discount	MSRP	Omnia Unit Price	KCM Unit Price	KCM Ext. Price
Newtek	TC1P2RU	Tricaster TC1 Pro	1	Y	15.00 %	\$22,995.00	\$0.00	\$19,545.75	\$19,545.75
Newtek	TC1SP	Small Control Panel for TriCaster TC1	1	Y	0.00 %	\$7,295.00	\$0.00	\$7,295.00	\$7,295.00
ViewSonic	TD2760	TD2760 27" 16:9 Multi-Touch LCD Monitor	1	N	0.00 %	\$677.00	\$0.00	\$677.00	\$677.00
Special price ends 10/29/2023									
Extron	60-1382-01	DTP CrossPoint 86 4K	1	Y	42.00 %	\$16,210.00	\$0.00	\$9,401.80	\$9,401.80
Extron	60-1531-52	DPT Wallplate Receiver 331 D	5	Y	42.00 %	\$930.00	\$0.00	\$539.40	\$2,697.00
Extron	60-1563-02	TLP Pro Touch screen	2	Y	42.00 %	\$2,300.00	\$0.00	\$1,334.00	\$2,668.00
Extron	60-1498-12	WallPlate Transmitter	18	Y	42.00 %	\$1,380.00	\$0.00	\$800.40	\$14,407.20
Samsung	UN58CU7000FX ZA	Samsung CU7000 Crystal UHD 58"  Samsung CU7000 Crystal UHD 58" 4K HDR Smart LED TV	1	Y	30.00 %	\$597.00	\$0.00	\$417.90	\$417.90
Extron Electronics	60-1271-13	Extron DTP HDMI 4K 230 Rx - 1 Output Device - 230 ft Range - 1 x Network (RJ-45) - 1 x HDMI Out - 4K - 4096 x 2160 - Twisted Pair - Rack-mountable	2	Y	42.00 %	\$570.00	\$0.00	\$330.60	\$661.20
C2G	C2G21000	3ft High Speed HDMI Cable - 2pk  3ft High Speed HDMI Cable - 2pk	2		42.02 %	\$21.99	\$0.00	\$12.75	\$25.50
Legrand Group	MTM1U	Chief Fusion Medium Micro-Adjustable Tilt Display Wall Mount - For Displays 32-65" - Black - Height Adjustable - 1 Display(s) Supported - 32" to 65" Screen Support - 125 lb Load Capacity	1	Y	33.00 %	\$245.00	\$0.00	\$164.15	\$164.15
Audio									
Bosch	F.01U.298.806	Bosch CCSD-CU Control Unit	1	N	0.00 %	\$1,850.00	\$0.00	\$1,850.00	\$1,850.00

Mfr. Name	Mfr. Part #	Product Details	Qty.	Contract	Discount	MSRP	Omnia Unit Price	KCM Unit Price	KCM Ext. Price
Bosch	F.01U.299.031	CCSD-DL Discussion Device with Long-Stem Microphone for CCS 1000 D System	18	N	0.00 %	\$679.00	\$0.00	\$679.00	\$12,222.00
Qsys	CORE 110f-v2	Core 110 F DSP	1	N	0.00 %	\$4,210.00	\$0.00	\$4,210.00	\$4,210.00
Extron	60-2026-01	XPA U 2004 FX - Power Amplifiers   Extron	1	Y	42.00 %	\$2,590.00	\$0.00	\$1,502.20	\$1,502.20
JBL	C65P/T	JBL Control 65P/T Full-Range Satellite Pendant Speaker	3	N	0.00 %	\$563.80	\$0.00	\$563.80	\$1,691.40
Bosch	DCNM-CB25-I	System cable assembly 25m - 25 m (82.0 feet), system network cable for connecting all DICENTIS devices.	1	N	0.00 %	\$274.00	\$0.00	\$274.00	\$274.00
Bosch	DCNM-CB10-I	DICENTIS System Network Cable 10m	1	N	0.00 %	\$162.00	\$0.00	\$162.00	\$162.00
Rack Items									
Furman	PL-8C	PI8 power management	2	Y	30.00 %	\$369.95	\$0.00	\$258.96	\$517.92
APC	SMT1500RM2U C	APC1500	2	N	0.00 %	\$844.99	\$0.00	\$844.99	\$1,689.98
Omnia Purchasing Agreement # 2019.001407								<b>Subtotal:</b>	<b>\$82,080.00</b>

No.	Part #	Description	Qty	Price	Ext. Price
1	KCMPS-200	Pre-Integration Specialist will ensure that all system components conform to requirements by executing internal test plans, reporting and analyzing any defects or configuration issues.	40	\$95.00	\$3,800.00
2	KCMPS-201	Install/terminate low voltage, network cabling and hardware to industry standards.	40	\$105.00	\$4,200.00
3	KCMPS-202	Advanced Installer and Crew Lead. Oversees Installation/termination of low voltage, network cabling and hardware to industry standards.	40	\$120.00	\$4,800.00
4	KCMPS-203	Design Engineer provides final design details, guidance to the CAD team for proper/relevant drawings and then briefs an appropriate project handoff/overview/intentions/etc. to the assigned team Project Manager.	16	\$110.00	\$1,760.00

No.	Part #	Description	Qty	Price	Ext. Price
5	KCMPS-207	Senior Engineer with advanced system knowledge and numerous Industry Certifications. Responsible for setting up, configuring, and maintaining systems for Post, Broadcast and AV Communications. Qualified to provide final System Commissioning and Orientat	24	\$225.00	\$5,400.00
6	KCMPS-209	Responsible for the creation of technical and detailed design drawings. Produce designs that meet client requirements and targets. Provide detailed design plans for architects and engineers from other disciplines to follow. Oversees assistant drafters a	8	\$210.00	\$1,680.00
7	KCMPS-210	Manages projects to ensure the proposed plan adheres to the timeline, budget and scope. Their duties include planning projects in detail, setting schedules for all stakeholders and executing each step of the project.	20	\$135.00	\$2,700.00
8	KCM-T&E		1	\$0.00	\$0.00
9	KCM-INT-MAT	Materials budget, detailed list to be submitted to purchasing upon closing	1	\$2,500.00	\$2,500.00

**Subtotal: \$26,840.00**

Mfr. Name	Mfr. Part #	Product Details	Qty.	Contract	Discount	MSRP	Omnia Unit Price	KCM Unit Price	KCM Ext. Price
Newtek	PTUTC1P2RU	ProTek Ultra for TriCaster 1 Pro 2RU ProTek Ultra for TriCaster 1 Pro 2RU  ProTek Ultra for TriCaster 1 Pro 2RU ProTek Ultra for TriCaster 1 Pro 2RU	1	N	10.00 %	\$2,745.00	\$0.00	\$2,470.50	\$2,470.50

**Subtotal: \$2,470.50**

Mfr. Name	Mfr. Part #	Product Details	Qty.	Contract	Discount	MSRP	Omnia Unit Price	KCM Unit Price	KCM Ext. Price
Forecast Consoles	FC-GCX-W3	GCX-W3 Modular Workstation  With Rear Rail For AccessoryMounting, Support For Up To 3 Turrets or Inserts, and X-Chassis With Hinged Front and Rear Doors. Support Legs Have Removable Inset Panels For Cable Management.	1	N	0.00 %	\$2,880.00	\$0.00	\$4,680.50	\$4,680.50
Forecast Consoles	FC-GCX-T-5	FC--GCX-T5  Removable, Vented 5 RU Turret	3	N	0.00 %	\$300.00	\$0.00	\$330.00	\$990.00
Forecast Consoles	FC-NAA-0415	Articulating Monitor Arm  Supports Monitors 4-15 Lbs Up to 34 in WideWith A VESA pattern of 75mmx75 or 100mm x 100mm	3	N	0.00 %	\$248.00	\$0.00	\$272.80	\$818.40



**Key Code Media, Inc. - Washington**

6632 S 191st Pl.  
Suite E102  
Kent, WA 98032  
206-870-0244

www.keycodemedia.com

**Sales Quotation**

Quote #229984 v 2

Nov 27, 2023

Mfr. Name	Mfr. Part #	Product Details	Qty.	Contract	Discount	MSRP	Omnia Unit Price	KCM Unit Price	KCM Ext. Price
Forecast Consoles	FC-PS1415	Standard PDU 36" Long With 14 NEMA 5-15R 120V Outlets and a 15'NEMA 5-15P Input Cord	1	N	0.00 %	\$152.00	\$0.00	\$167.20	\$167.20

**Subtotal: \$6,656.10**

No.	Part #	Description	Qty	Price	Ext. Price
10	KCM-CNTG	Project Contingency	1	\$5,650.00	\$5,650.00

**\* Optional Subtotal: \$5,650.00**

### Scope of Work

**Total: \$118,046.60**

This Sales Quote ("SO") incorporates the Terms and Conditions found at <http://www.keycodemedia.com/terms/salesorder> ("T&C") and constitutes an offer or counter-offer, as applicable, by Key Code Media, Inc. or Burst Communications ("Seller"). This SO, including the T&C incorporated therein, shall become binding on the buyer listed herein ("Buyer") on the earliest of Buyer's: (i) acknowledgement hereof; or (ii) receipt of any goods and/or services ordered hereunder. No Buyer acknowledgement form, purchase order, or other document shall modify the SO or the T&C.

Signature: \_\_\_\_\_ Name: \_\_\_\_\_ Date: \_\_\_\_\_