



Memo

File #: 621-23

Agenda Date: 11/21/2023

TO: Mayor and City Council

FROM: Rod Tonelli, Interim City Manager

SUBJECT:

Award of Contract to AVDG for City Council Chambers Audio/Visual Upgrade Project in the Amount of \$379,443.41

BACKGROUND:

In April of 2023, the Information Technology Department advertised an RFQ to upgrade the council chambers and the JCTV control room with modern audio/visual equipment. The last major hardware upgrade for these locations was over eleven years ago. Three companies responded to the RFQ, and all proposals were reviewed by staff and reference checks conducted.

CONCLUSION:

The proposal from AVDG was determined to best meet the City's needs for the council chambers and JCTV control room upgrades. In addition, AVDG had the lowest cost proposal out of the three submittals.

The original proposal was tabled by City Council at the August 15, 2023 City Council meeting. In the interim, the proposal has been revised to ensure all parties requirements were met. The current proposal was vetted and reflects additional equipment requested. A third-party consultant has reviewed and approves of this agreement.

This project was reviewed and approved by the Communication, Technology & Information Systems Committee at the November 14, 2023 meeting.

Section 2-438 of the City of Joliet Code of Ordinance states that purchases over \$25,000 may be awarded without written specifications under certain circumstances. Two (2) of these circumstances apply:

- (f) Purchases when authorized by a concurring vote of two-thirds (2/3) of the mayor and city council;
- (g) Purchases of professional services.

Sufficient funds are available in the Information Technology Capital Improvements Budget (Org 30040120, Object 557700, \$200,000.00) and the Mayor's Office Miscellaneous Expense Budget (Org 00204000, Object 548000, \$179,443.41)

RECOMMENDATION:

Based on the above it is recommended that the Mayor and City Council award a contract to AVDG in

the total amount of \$379,443.41 for City Council Chambers Audio/Visual Upgrade Project.