F9ab

Hiawatha Parks and Recreation

Memo

To: Hiawatha City Council
From: Kelly Willadsen, Park and Recreation Director
CC: City Administrator, Kim Downs
Date: 1/10/2019
Re: Approval for Community Center Audio Visual Projector Replacement

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Audio Visual Projector Upgrade: The Community Center projectors have hit their life span and are in need of replacement. We currently have two projectors that can be rented out during rentals and used for city events. We have a lot of usage and have tried to prolong their life span as long as possible. The projectors we currently have are the originals that where installed when the Community Center first opened, with technology always being updated they no longer carry the brand and style that we have. This being said I have reached out to three companies (Conference Technologies, Hawkeye Comminutions and Hawkeye Audio/Video) to see what our best options are but only one that has the resources that can complete the work.

Conference Technologies is the company that updated our system in 2017, at that time we did not update the projectors because they were working to their full capacity. Over the last two years they have exceeded their lamp hours and officially do not turn on any longer. With many class trainings and special events coming up we are in need of a replacement. Conference Technologies is the only company that has the equipment to install new projectors and update our current system so that they work hand in hand. They also do other city hall work in the council chambers and we feel they are the best option to move forward with completing this project.

For two new projectors, installation, re-programming the system and providing any additional cabling and installation materials the quote came in at $7,418.57. These projectors are 6,000 lumen and laser phosphor which means they will last for 20,000 hours and do not have a replacement lamp (light bulb) that needs replaced. We anticipate for these to last another 8-10 years depending on the level of usage from our rentals and staff for city trainings.

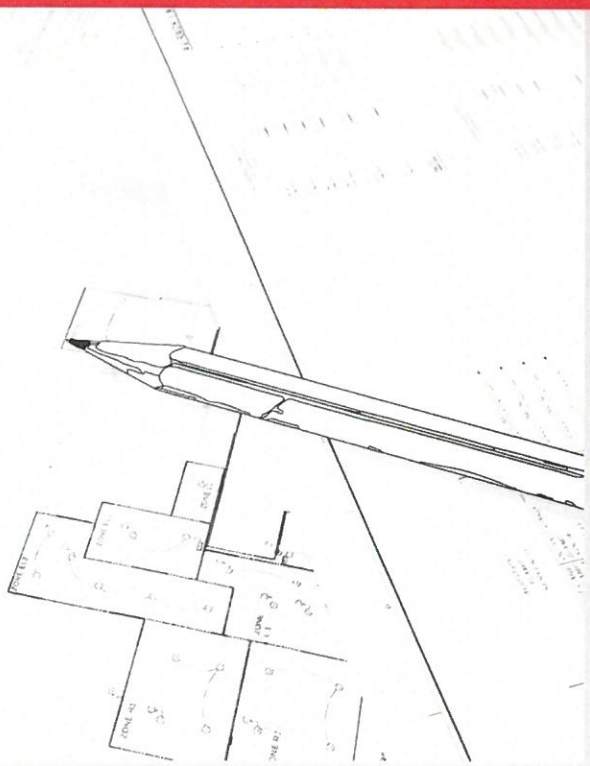
I would like to ask for your approval to move forward with the purchase of two Community Center projectors at $7,418.57 and use Conference Technologies as the business of choice to install and re-program our system.

CONFERENCE TECHNOLOGIES, INC

PROPOSAL

City of Hiawatha

Replacement Projectors for the Hiawatha City Hall Community Center



DATE

Friday, 19 October 2018

PREPARED BY

Mick Erdman
Design Consultant

Scope of Work

Proposal Number: J18090290

Proposal Date: 10/19/2018

Prepared for: City of Hiawatha
Attn: Kelly Willadsen
Phone: (319) 393-1515 Ex. 251
Email: parkdirect@hiawatha-iowa.com

Prepared by: Mick Erdman
Phone: 319-382-5602
Email: merdman@conferencetech.com

Bill to: City of Hiawatha
101 Emmons Street
Hiawatha, IA
52233

Ship to: City of Hiawatha
101 Emmons Street
Hiawatha, IA
52233

1. Provide and install two 6000 lumen, XGA resolution, laser phosphor data/video projectors to replace the two existing 3000 lumen lamp based XGA resolution projectors.
Note: A laser phosphor projector has a life of 20,000 hours, has no lamp or fan filter to replace, has a contrast ratio of 500,000:1 as opposed to 12,000:1 for a lamp based projector with cost of ownership being considerably less than that of a lamp based projector.
2. Re-program the existing Extron control system to accept and control the above projectors.
3. Provide any additional cabling and installation materials.
4. Provide a complete and working system.

Your Investment

Below is the cost of this solution based on the outlined scope of work. If you have questions about the complete solution, please let us know how we can help align this investment with additional needs or changes in scope.

Proposal Summary

Description	Price
Equipment	$5,098.00
Implementation Services	$2,320.57
Subtotal	$7,418.57
Tax	$0.00
Grand Total	**$7,418.57**

Down Payment Requirements

Terms are Net 30 with approved credit. For orders that exceed ten thousand dollars; 60% to initiate order, 40% NET 30, or progress billing based on purchase agreement at time of order. Payments made by credit card are subject to a 2.5% fee.

Why Us?

Our CTI Complete service is there for you 24/7 through our dedicated CTI Care customer experience team. Through on-site technical service, recommended programming upgrades, and quarterly reliability checks, your system is covered for the unexpected, as well as planned maintenance. Your teams will be trained to operate equipment with confidence. When critical meetings arise, we help ensure system performance with proactive system testing and an on-site checklist so your systems will be ready when it matters most. Our managed services staff does more than diagnose and repair failures, they help plan for system life cycles.

CTI Complete

CTI SCOUT

REMOTE MONITORING

With real-time tracking and alerts, you can be confident your system is operational when you need it most. CTI Scout provides you with simple solutions, increased up-time and fully-encrypted security.

ON-DEMAND

SERVICE & SUPPORT

Reach our experienced and dedicated team in an instant to ensure your systems get back on-line for increased productivity.

CTI CARE TEAM

CUSTOMER EXPERIENCE

A dedicated team provides reviews and reports on system performance, usage, trends, and life cycles to help reach your enterprise and technology planning goals.

CRITICAL MEETING SUPPORT

ON-SITE CHECKLIST

Proactive system testing with our technical teams for your key meetings to ensure room readiness when it matters most.

CTI UNIVERSITY

EDUCATION & EXPERTISE

Gain access to our specialized on-line learning platform to educate your teams on industry topics that help them collaborate and advance their knowledge of your systems.

Bill of Materials

Replacement Projectors for the Hiawatha City Hall Community Center

Manufacturer	Description	Qty	Unit Price	Ext. Price
General: $5,098.00				
Epson	PowerLite L610 6000 lumen Laser Projector w/XGA resolution	2	$2,549.00	$5,098.00

Standard Disclaimer

Conference Technologies, Inc. provides for twelve (12) months of **CTI Complete** on all system purchases. Conference Technologies, Inc. warrants the system implemented is free from defects in material and workmanship, in accordance with the contract, drawings, specifications, alterations and additions thereto, for a period of twelve (12) months from the date of commencement of use, substantial completion, or date of notice of completion, whichever occurs first. This coverage does not protect against consumables, severe weather, and acts of God.

Terms

Terms are Net 30 with approved credit. For orders that exceed ten thousand dollars; 60% to initiate order, 40% NET 30, or progress billing based on purchase agreement at time of order. Payments made by credit card are subject to a 2.5% fee.

All applicable taxes are the responsibility of the purchaser and will be added to the final invoice. Any cancelled orders or returns are subject to manufacturer acceptance; shipping and restocking fees may apply. As a result of the recent tariff changes being implemented in the marketplace we are seeing the potential for price fluctuations from manufacturers, distributors, and suppliers. For a temporary period of time all proposals and quotes will be valid for (14) days. When pricing has stabilized in the industry we will return to our standard of proposals being valid for (90) days.

Installation Description and Requirements

Provided by Conference Technologies, Inc.: If installation is purchased, Conference Technologies, Inc. will install all A/V components. Conference Technologies, Inc. will also perform all programming, alignments, and end-user training. Conference Technologies, Inc. will provide A/V project management, and provide drawings as required. This install price assumes a Monday through Friday 8:00am to 5:00pm install time. Room availability must be in consecutive 8 hour blocks. Any required changes or rushes may affect the final price.

Provided by Others

Electrical requirements are to be provided by others unless specifically included in Conference Technologies, Inc. Scope of Work.

Statement

This system proposal is the property of Conference Technologies, Inc. and is delivered with the sole intent of being viewed by management of City of Hiawatha for evaluation purposes only. This proposal or any part of this proposal is not to be presented to, or viewed by any other party, vendor or Conference Technologies, Inc. competitor without the written consent of Conference Technologies, Inc. Any effort to do so will be considered a violation of copyright law.

Next Steps

1. Upon Notice to Proceed Conference Technologies, Inc. will begin executing the project plan with an internal handoff of the project to our operations team.

2. If you have questions about the process as we move forward please contact me at merdman@conferencetech.com or 319-382-5602.

3. You will be contacted by a Conference Technologies, Inc. Project Manager to schedule a project kickoff meeting to review the project scope and schedule.

Customer Signature	CTI Signature
Printed Name	Printed Name
Title	Title
Date	Date

RESOLUTION NO. 19-
City Council

RESOLUTION APPROVING THE PURCHASE OF UPDATED AUDIO VISUAL EQUIPMENT FOR THE COMMUNITY CENTER

WHEREAS, the Parks and Recreation Department deems it necessary to upgrade the audio visual equipment in the Community Center to update outdated technology and provide an increased user experience for renters, and

WHEREAS, after soliciting audio visual equipment quotations and receiving and reviewing quotes from one (1) qualified company, the Parks and Recreation Director recommends the purchase as follows:

Company	Equipment	Project Cost
Conference Technologies of Hiawatha	Two (2) 6000 lumen, XGA resolution, laser phosphor data/video projectors	$7,418.57

, and

WHEREAS, funding for the purchase of upgraded audio visual equipment with a total project cost of $7,418.57, is available using previously budgeted dollars from the Technology Reserve Fund, and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HIAWATHA, IOWA, to authorize the Parks and Recreation Department to move forward with the purchase of updated audio visual equipment for the Community Center in the amount of $7,418.57, with Conference Technologies of Hiawatha, utilizing available funding previously budgeted from the Technology Reserve Fund.

AYES:
NAYS:
ABSENT:

PASSED AND APPROVED this 16th day of January, 2019.

_____
Bill Bennett, Mayor

ATTEST:

_____
Kari Graber, Deputy City Clerk