

MEMORANDUM

To: Gregg Mandsager, City Administrator
From: Pam Collins, Library Director
Date: March 9th, 2018
RE: Request for Council to Authorize the Issuance of a Purchase Order for Audio/Visual Equipment and Installation to Conference Technologies, Inc.

Introduction: Conference Technologies, Inc., provided the lowest quote for the Musser Public Library & HNI Community Center Audio-Visual Equipment project to be used for presentations in the Large Program Room on the third floor (capacity: 102 people). The Audio-Visual Project includes:

- Video Presentation Equipment
- Audio Presentation Equipment
- Control Systems Equipment
- Installation
- 1-Year Service Agreement and accompanying equipment warranties

The Library is seeking City Council approval for issuance of a purchase order to initiate this equipment acquisition and installation.

Background: The Library requested budgetary quotes for the Audio/Visual Equipment project beginning in January of 2018. Two companies responded to the library expressing interest in the project and 2 submitted budgetary quotes. Conference Technologies provided the lowest quote on the Audio/Visual project at **\$\$28,553.70**. Marco provided the high quote on the AudioVisual project at **\$31,636.00**.

At the beginning of this project, the Library budgeted the Audio/Visual cost at \$30,000.

Recommendation/Rationale: The Library recommends that City Council authorize the issuance of a purchase order to Conference Technologies, Inc., for the amount of \$28,553.70. Conference Technologies is a reputable company based out of Davenport, IA, and will be able to provide quick, reliable service as needed, including the ability to expand Audio/Visual services in the future.

Additional Information:

1. Budgetary Quote from Conference Technologies, Inc.



Library Renovation

Project ID J17110420

Proposal issued: 2/26/2018

Prepared For:

Robert Fiedler

Assistant Director

Muscatine Musser Public Library

Prepared By:

James Arney

Design Consultant

Sales Agreement

Library Renovation

Proposal Number: J17110420

Prepared By: James Arney
Phone: 563-359-1825
Email: jarney@conferencetech.com

Proposal Date: 2/26/2018

Prepared For: Muscatine Musser Public Library
Attn: Robert Fiedler
Phone: (563) 263-3065 X 125
Email: rfiedler@muscatineiowa.gov

Bill To

Muscatine Musser Public Library
408 E 2nd St.
Muscatine, IA 52761

Ship To

Muscatine Musser Public Library
408 E 2nd St.
Muscatine, IA 52761

Description

Scope of Work

Room 301- CTI will provide a dual projection display system consisting of 2 Dalite Model C, 133 Diag. Manual Screens, Optoma laser projectors with WUXGA resolution and all of the necessary mounting hardware. There will be a wired input in both the front and the back of the room along with a wireless computer connection. CTI will provide an audio amplifier and 9 ceiling speakers for program audio. To control the functionality of the room CTI will provide an Extron EBP200 wall plate control interface, this will control system on/off, input select and volume up/down and mute. CTI will provide all necessary cables, connectors and hardware for a turnkey system. CTI will provide training upon completion of the installation.

Products and Services

Products and Services Summary

| Library Renovation | |
|---|--------------------|
| • Equipment | \$14,188.03 |
| • Implementation Services, includes a 1 year service agreement. | \$13,480.55 |
| • Freight | \$885.12 |
| • Subtotal | \$28,553.70 |
| Project Total | \$28,553.70 |

Standard Disclaimer

System warranty covers all parts and labor on all new equipment per manufacturer's warranty. Two hours of training on the above equipment is included in this proposal if installation is purchased. This training will occur after the installation of the above system and completion and sign-off has taken place. Conference Technologies, Inc. warrants that 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 ninety (90) days from the date of commencement of use, substantial completion, or date of notice of completion, whichever occurs first.

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, freight, and delivery charges 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. This proposal is valid for ninety (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 or billed separately.

Travel: All travel and expenses outside the Conference Technologies, Inc. office metropolitan areas will be invoiced separately and will be based upon travel expenses by Conference Technologies, Inc. This project will be designed to integrate all audio/visual equipment.

Statement: This system proposal is the property of Conference Technologies, Inc. and is delivered with the sole intent of being viewed by management of Muscatine Musser Public Library 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.

Proposal Acceptance

Agreed and Accepted By

Customer Signature

James Arney

Printed Name

Printed Name

Title

Title

Date

Date

Bill of Materials

| Room 301- Large Hall Room_Rev2 | | | | | |
|---|----------------|--|------------|-------------------|-------------------|
| Manufacturer | P/N | Description | Qty | Unit Price | Ext. Price |
| Display Systems Equipment: \$8,113.22 | | | | | |
| Optoma | ZH510T-B | Projector | 2 | \$3,181.33 | \$6,362.66 |
| CHIEF | RPAU | UNIVERSAL RPA | 2 | \$151.05 | \$302.10 |
| Chief | CMS024 | FIXED PIPE 24" | 2 | \$29.21 | \$58.42 |
| Chief | CMA110 | CMA-110 FLAT CEILING PLATE | 2 | \$47.02 | \$94.04 |
| Da-Lite | 79886 | MODEL C W/CSR 133D 65X116 MW | 2 | \$648.00 | \$1,296.00 |
| Video Systems Equipment: \$2,579.87 | | | | | |
| Intelix | DIGI-HD60-WP-S | Liberty HDMI single gang wallplate up to 4k HDBaseT transmitter with PoH (Distance 200FT) | 2 | \$205.00 | \$410.00 |
| Intelix | DIGI-BSR-4K | Liberty HDBaseT 4K scaling receiver W/PoE, Audio-De-Embed | 2 | \$343.75 | \$687.50 |
| Liberty | DL-S41 | Digitalinx 4x1 HDMI Autoswitcher W/ Audio De-embed | 1 | \$117.56 | \$117.56 |
| Liberty | DL-HDE100 | HDMI Over Twisted Pair Set with power, control, and ethernet | 1 | \$285.97 | \$285.97 |
| Liberty | DL-AR3777 | DIGITALINX HDMI ADAPTER RING BLK, DisplayPort, Mini DisplayPort, Apple Lighting, Apple USB-C | 1 | \$329.78 | \$329.78 |
| BTX | MER-SP7100 | Solstice Pod Small Group Edition (SGE) | 1 | \$749.06 | \$749.06 |
| Audio Systems Equipment: \$1,612.61 | | | | | |
| Atlas | SM52T-B | 5.25" 2-Way Weather Resistant Speaker System with 70.7V/100V-30W Transformer | 9 | \$133.13 | \$1,198.17 |
| JBL | CSA1300Z | CSA1300Z | 1 | \$414.44 | \$414.44 |
| Control Systems Equipment: \$1,587.50 | | | | | |
| Extron | 60-1417-01 | IPCP Pro 350 | 1 | \$1,243.75 | \$1,243.75 |
| Extron | 60-1389-01 | EBP 200 | 1 | \$343.75 | \$343.75 |
| Rack Accessories and Furniture: \$294.83 | | | | | |
| Furman | FURM8X2 | 15A STD Power Conditioner | 1 | \$58.50 | \$58.50 |
| Middle Atlantic | 5-RS16 | 16"CFR BOTTOM RUNNER SET | 1 | \$23.00 | \$23.00 |
| Middle Atlantic | CFR-12-16 | 12SP,CABINET FRAME RK,16D | 1 | \$213.33 | \$213.33 |

Totals

| Room 301- Large Hall Room_Rev2 | |
|---|-------------|
| Description | Total |
| Equipment Total | \$14,188.03 |
| Implementation Services Total, Includes a 1 year service agreement | \$13,480.55 |
| Freight | \$885.12 |
| Room 301- Large Hall Room_Rev2 Subtotal | \$28,553.70 |
| Room 301- Large Hall Room_Rev2 Tax: | \$0.00 |
| Room 301- Large Hall Room_Rev2 Total: | \$28,553.70 |