



# City of San Antonio

## Agenda Memorandum

**File Number:**13-1034

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**Agenda Item Number:** 9.

**Agenda Date:** 12/5/2013

**In Control:** City Council A Session

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**DEPARTMENT:** Finance

**DEPARTMENT HEAD:** Troy Elliott

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

**Emergency Operations Center - A/V Digital Upgrade**

**SUMMARY:**

This ordinance authorizes acceptance of the bid submitted by Digital Display Solutions, Inc. to provide the San Antonio Fire Department (SAFD) Emergency Operations Center (EOC) with a digital audio visual system upgrade from the current analog system. This upgrade will allow emergency management personnel and first responders to have situational awareness capabilities during the management of large-scale disasters. The total cost for this system upgrade is \$335,077.00. This purchase includes a one-year equipment and labor warranty period.

Funding for this one time purchase in the amount of \$335,077.00 is available from the 2011 State Homeland Security Program grant.

**BACKGROUND INFORMATION:** Submitted for City Council consideration and action is the bid submitted by Digital Display Solutions, Inc. to provide a digital audio visual system upgrade from the current analog system. The upgrade will allow for installation of a digital matrix system, video wall processor, and high definition pan-tilt-zoom (PTZ) camera system at the EOC located at Brooks City Base.

The scope of work to be performed by Digital Display Solutions, Inc. includes full system integration of the purchased equipment, Crestron programming, and onsite system operations training. This purchase includes a one-year equipment and labor warranty period.

Over the past two years, audio visual equipment has begun to fail, thus impacting the operational readiness of the EOC. The equipment at the EOC is nearing the end of its life span therefore, replacing the existing equipment is necessary. This upgrade will allow emergency management personnel and first responders to

have situational awareness capabilities during the management of large scale disasters.

The City issued an Invitation for Bid (IFB) for “Emergency Operations Center A/V Digital Upgrade” (IFB 6100003527) on September 24, 2013. Three responsive bids were received on October 16, 2013. The low responsive bid was submitted by Digital Display Solutions, Inc.

**ISSUE:**

This ordinance would authorize Digital Display Solutions, Inc. to provide the EOC with a digital audio visual system upgrade from the current analog system for a total cost of \$335,077.00. The upgrade will allow for installation of a digital matrix system, video wall processor, and high definition pan-tilt-zoom (PTZ) camera system at the EOC located at Brooks City Base.

This contract is within the scope of the Small Business Economic Development Advocacy (SBEDA) Program. However, due to the type of commodities/services being procured and value of the contract, no SBEDA tool is available.

The recommended award is the low responsive bidder, who is also a local business. Therefore application of the Local Preference Program was not required.

**ALTERNATIVES:**

Should this contract not be approved, the City would have diminished capability to provide necessary support using existing audio and visual communication equipment, thus resulting in reduced situational awareness for emergency management personnel and first responders located at the EOC during an incident. Without this purchase the City may be required to lease additional audio visual equipment to assist the EOC in managing large scale disasters. In addition, the City risks the loss of the grant funding due to the grant expiring on December 31, 2013; should this contract not be approved the funds would be returned to the State of Texas for reallocation.

**FISCAL IMPACT:** The total cost for the one time purchase of the audio visual digital upgrade is \$335,077.00. This purchase is funded through the 2011 State Homeland Security Program grant.

**RECOMMENDATION:**

Staff recommends the approval of this one time purchase in the amount of \$335,077.00.

This contract is procured on a low bid basis a Contracts Disclosure Form is not required.