

**INDIAN RIVER COUNTY, FLORIDA  
MEMORANDUM**

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**TO:** Jason E. Brown, County Administrator

**FROM:** Tad Stone, Director  
Department of Emergency Services

**SUBJECT:** Emergency Operations Center (EOC) Audio/Visual System Upgrade

**DATE:** May 15, 2018

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**DESCRIPTION AND CONDITIONS**

The current A/V system in the EOC was installed in late 2006/early 2007. The system has had performance issues associated with failures of projectors and incompatibility of analog equipment with digital computer hardware. These recurring issues have caused the video output to be inoperable in many cases and currently only half of the system is functioning. The most recent service request was to evaluate a malfunctioning projector. We were told that the parts are considered to be obsolete and no longer available.

Our Emergency Operations Center (EOC) is used at least three days a week (e.g., emergency management regional meetings, fire rescue recertification training, Community Emergency Response Team training and development, Local Emergency Planning Committee meetings, staff meetings, etc.) with the primary use dedicated to emergency activations. During activations we need the A/V system for intelligence, situational awareness, planning, and recovery efforts for emergency management. Our EOC is the central hub for managing our response to any large-scale disaster. A dependable system is a priority.

Upgrading our A/V will result in a more efficient and dependable system by replacing the existing analog wiring with more modern digital wiring to allow for operating at peak efficiency.

The IRC Purchasing Division was provided with the project specifications and advertised an Invitation to Bid. Indian River County received a total of 4 bids to replace/upgrade the existing EOC A/V system to a digital format.

IM Solutions submitted the lowest bid of \$108,035.66. References for IM Solutions were contacted and all responses were favorable.

<b>Bidder's Name</b>	<b>Quote</b>
IM Solutions	\$108,035.66
Star Technology Group	\$139,058.54
Encore Broadcast Equipment	\$177,127.81
Atlantic Smart Technologies	\$230,516.03

**FUNDING**

This was not a budgeted expense, however due to the failing equipment it is necessary to replace it at this time. A budget amendment will be required. The project expense to replace the outdated analog equipment with digital components will be funded from Optional Sales Tax Fund (315).

<b>Fund Name</b>	<b>Account Number</b>	<b>Fund Expense Total</b>
Optional Sales Tax Fund (315)	31520825-066470	\$108,035.66
<b>Total</b>		<b>\$108,035.66</b>

**RECOMMENDATION**

Staff recommends the Board award the bid to the lowest, responsive and responsible bidder, IM Solutions, and authorize the Purchasing Division to issue a Purchase Order for the immediate EOC A/V work in the amount of \$108,035.66.

**APPROVED AGENDA ITEM**

**FOR May 22, 2018**