

**INDIAN RIVER COUNTY
OFFICE OF MANAGEMENT AND BUDGET
PURCHASING DIVISION**

DATE: June 30, 2023

TO: BOARD OF COUNTY COMMISSIONERS

THROUGH: John Titkanich, Jr., County Administrator
Kristin Daniels, Director, Office of Management and Budget

FROM: Jennifer Hyde, Purchasing Manager

SUBJECT: Authorization for BCC Chamber Upgrades with iM Solutions

BACKGROUND:

Several of the systems in the Commission Chambers are due for upgrades.

A Purchase Order was issued to AVI-SPL, in accordance with a TIPS cooperative agreement, on June 20, 2022 for audio system upgrades, budgeted in the 2021/2022 fiscal year. AVI-SPL never began the work, citing equipment delays, and the purchase order was canceled on April 6, 2023.

Staff reached out to iM Solutions, who has successfully completed several audio/visual projects for the County in recent years, to assume the project.

DISCUSSION:

In the course of discussing the audio upgrade project iM Solutions, staff also mentioned video upgrades that were budgeted in the current fiscal year, as well as needed upgrades to the failing broadcast system, for which funding was made available by budget amendment. Staff asked iM Solutions to provide a quote for all of the related audio/visual and broadcast system upgrades anticipated.

The quote provided is in accordance with a City of Cocoa bid, with the exception of \$5,654.38 in shipping expenses for parts, which are not part of the contract. The Cocoa contract was the result of a request for qualifications solicitation, with pricing negotiated at the City Manager level. Because the contract was not awarded by the equivalent of our Board, staff is limited to using it only up to the approval authority of the County Administrator (\$75,000), as the equivalent level of the Cocoa awarding authority.

Staff therefore is requesting the Board authorize the use of the Cocoa contract for the full project cost.

FUNDING:

Funds are available in Information Technology/Chamber AV Equipment, as shown.

GL Account	Name	Price
505-169000-22036	Info Tech/Chambers AV Equipment	\$142,484.53

RECOMMENDATION:

Staff recommends the Board authorize piggyback the City of Cocoa contract, and authorize the Purchasing Division to issue a Purchase Order to iM Solutions for the upgrades.