



City Council Agenda Item

City Council Meeting Date: October 3, 2023

TO: Dean Albro, City Manager

FROM: Dirk Ishiwata, Facilities & Fleet Maintenance Manager
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SUBJECT: Adoption of Resolution No. 6606(23) Authorizing Supplemental Appropriations for Council Chamber Audio/Presentation/Voting System

Recommendation:

Staff recommends the City Council adopt Resolution No. 6606(23) (Attachment 1) authorizing supplemental appropriations of \$191,157.83 to upgrade the City Council Chamber Audio/Presentation/ Voting (APV) system.

Background:

On May 4, 2021, the City Council adopted Resolution 6404(21)¹ allocating CDBG-CV3 (COVID-19) funds toward an Access Lompoc Program. The program was established to allow for public accessed capital and program improvements to facilities and programs for human services. Improvements were identified as, but not limited to, the removal of structures to allow for distancing, installation of “no-touch” fixtures and devices for information, sneeze and cough guards, sanitization stations and purchase of computer software for safe business practices to deter the contraction of the Coronavirus. City Hall was one of the public facilities included in the Access Lompoc Program to receive CDBG-CV3 funding.

The City Council Chamber serves as the primary forum for hosting public meetings for the local government. As such, meetings must be held in an efficient and orderly manner and often require the ability to support both remote and in person public participation.

The current APV system is an antiquated analog design that was originally installed more than 20 years ago and no longer meets the needs of the City or the participating public. In August of 2022 TRITON Technology Solutions (TRITON) an audio visual consulting firm specializing in assisting public agencies was hired to complete a system programming, construction cost estimate, and final design for a Council Chamber APV upgrade project with the primary goals of promoting transparency, public participation, bridging translation barriers, and modernizing the system as a whole.

¹ A copy of Resolution No. 6404(21) is included at Attachment 2.

Discussion:

Over the past year staff has worked with TRITON to identify existing barriers/limitations, known issues, and missing features of the existing APV system and TRITON has put together a proposed design that includes the audio/visual/presentation features that are needed in any modern public meeting hall. Some of the key enhancements include:

- VoteLynx Meeting Management System
 - Individual Mini Graphic User Stations (dais tables);
 - Electronic Voting System;
 - Request to Speak (tracks order of request);
 - Preconfigurable for multiple meetings/commissions;
 - Integrated AV controls that can be utilized within KPEG's broadcast;
- Digital Audio System
 - Wired and wireless microphones;
 - Provides limitless flexibility with room setup;
 - Eliminates trip hazards from cords;
 - Able to easily produce quality meeting recordings;
 - Assisted Listening System for hearing impaired;
 - Ear speaker available for hearing assistance via check out;
 - Earphone/neck loop lanyard available via check out;
 - Wi-Fi audio server available to mobile devices;
 - Dial in Caller;
 - Ability to queue callers;
 - Ability to conference in meeting participants;
- Video Presentation
 - Ability to hold remote meetings via:
 - Zoom;
 - WebEx;
 - Teams; and
- Americans with Disabilities Act compliance
 - New Podium and desk.

A few enhancements, including the new projector, the lobby monitor, and the monitor on the west Council wall have been previously purchased and installed. TRITON is in the process of finalizing the design for bid and has prepared a construction cost estimate based on the proposed scope of work that totals \$335,760.45.

Fiscal Impact:

Supplemental appropriations from account 424CIP-710291 are identified in Resolution No. 6606(23) to fund the \$191,157.83 gap between the available remaining \$144,602.62 CDBG-CV3 funds and the estimated construction cost of \$335,760.45.

Conclusion:

Appropriation of necessary funds will allow staff to complete the desired upgrades to the Council Chamber providing better communications during meetings held there.

Respectfully submitted,

Dirk Ishiwata, Facilities & Fleet Maintenance Manager

John Mejia, Radio Technician

APPROVED FOR SUBMITTAL TO THE CITY MANAGER:

Michael Luther, Public Works Director

APPROVED FOR SUBMITTAL TO THE CITY COUNCIL:

Dean Albro, City Manager

Attachments: 1) Resolution No. 6606(23)
 2) Resolution No. 6404(21)