



**CLERK OF THE BOARD
COUNTY OF TULARE
AGENDA ITEM**

BOARD OF SUPERVISORS

KUYLER CROCKER
District One
PETE VANDER POEL
District Two
AMY SHUKLIAN
District Three
EDDIE VALERO
District Four
DENNIS TOWNSEND
District Five

AGENDA DATE: March 19, 2019

Public Hearing Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Scheduled Public Hearing w/Clerk	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Published Notice Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Advertised Published Notice	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Meet & Confer Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Electronic file(s) has been sent	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Budget Transfer (Aud 308) attached	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Personnel Resolution attached	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Agreements are attached and signature line for Chairman is marked with tab(s)/flag(s)	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
CONTACT PERSON: Melinda Benton PHONE: (559) 636-5007				

SUBJECT: Award the Contract for the Board Chambers Technology Upgrade

REQUEST(S):

That the Board of Supervisors:

1. Award the contract for the Board Chambers Technology Upgrade Project to, Serban Sound and Communications, in the amount of \$432,949.
2. Authorize staff to use an additional ten percent or \$43,294 as contingency.
3. Authorize the Chairman to sign the agreement.
4. Approve the necessary budget adjustments per the attached AUD 308 (4/5ths vote required).

SUMMARY:

On November 6, 2018, the Board of Supervisors approved an RFP for a technology remodel of the Board Chambers in need of some technology upgrades for the aging audiovisual, multimedia, and room control systems. The RFP resulted in three responses received for the project. Serban Sound and Communications was the highest-ranking firm among all scorers. The proposal submitted by Serban had a cost of \$432,949 to complete the project in its entirety.

The Project will result in a modernization plan, equipment specifications, installation, configuration, programming, and support for a comprehensive and modernized audiovisual and room control solution. The solution will create a high quality, high definition, state-of-the-art audiovisual and room control system to facilitate and document the County's Board of Supervisors meetings, voting records, and presentations - the recording of which will be made available on the Internet. The project will provide high definition, high performance, professional digital multimedia and broadcast systems capable of meeting the County's current and future

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audiovisual and room control technology needs. The new system includes a modernized voting system which will integrate with the existing Granicus meeting management software used by the County.

FISCAL IMPACT/FINANCING:

Funds for this project have been included in the Capital Project Fund in the amount of \$45,000. The remaining project costs of \$432,949 will be transferred out of the Misc Admin budget (001-012-1010-9100) to the Capital Project Fund budget (030-086-3400-8147).

LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:

The County's five year Strategic Plan includes the Safety and Security initiative to provide for the safety and security of the public. The Board Chambers Technology Upgrade Project aligns with the initiative by providing improved facilities for the public and staff.

ADMINISTRATIVE SIGN-OFF:



Melinda Benton, Chief Clerk
Clerk of the Board

cc: County Administrative Office

Attachment(s): Agreement with Serban Sound and Communications
AUD 308
RFP Scoring Sheet

**BEFORE THE BOARD OF SUPERVISORS
COUNTY OF TULARE, STATE OF CALIFORNIA**

**IN THE MATTER OF AWARD THE
CONTRACT FOR THE BOARD
CHAMBERS TECHNOLOGY UPGRADE**

) Resolution No. _____
) Agreement No. _____

UPON MOTION OF SUPERVISOR _____, SECONDED BY
SUPERVISOR _____, THE FOLLOWING WAS ADOPTED BY THE
BOARD OF SUPERVISORS, AT AN OFFICIAL MEETING HELD March 19, 2019, BY
THE FOLLOWING VOTE:

AYES:
NOES:
ABSTAIN:
ABSENT:

ATTEST: JASON T. BRITT
COUNTY ADMINISTRATIVE OFFICER/
CLERK, BOARD OF SUPERVISORS

BY: _____
Deputy Clerk

* * * * *

1. Awarded the contract for the Board Chambers Technology Upgrade Project to, Serban Sound and Communications, in the amount of \$432,949.
2. Authorized staff to use an additional ten percent or \$43,294 as contingency.
3. Authorized the Chairman to sign the agreement.
4. Authorized the necessary budget adjustments per the attached AUD 308 (4/5ths vote required).

AUD-308 - Budget Adjustment Form

11:13 AM


3/6/2019		Document ID Number		09/19	2019
Date				Accounting Period	Budget Fiscal Year
General Services Agency			Tina Harmon	205-1107	
Agency Name			Contact Person	Phone	Extension

Action** A,C,D	Fund	Dept	Appr #	LEVEL 1 Finish Here			Current Amount	Revised Amount	Inc / Dec Amt
C	030	086	0861CAP				34,769,099	35,202,048	432,949
									-
									-
									-
									-
									-
									-
									-
									-
									-
									-
Appropriations Total				<i>Need Not Equal Zero</i>			34,769,099	35,202,048	432,949

Action** A,C,D	Fund	Dept	Appr #	Unit	Object	Rev	LEVEL 2 Start Here	Current Amt	Revised Amount	Inc / Dec Amt
C	030	086	0861CAP	3400	8147			2,645,000	3,077,949	432,949
A	030	086		3400		9200			432,949	(432,949)
										-
										-
										-
										-
										-
										-
										-
										-
										-
										-
										-
										-
										-
										-
Line Total							<i>Must Equal Zero</i>	\$ -	\$ 432,949	\$ -

Reason for Adjustment (To Avoid Correspondence, State Reason in Detail)

Increase the budget for 030-086-3400-8147 by \$432,949 for Board of Supervisors Technology project. Money is being received from operating transferring out line 001-012-1010-9100 that was approved by the Board in September 2018.

 3/6/19

 Affected Dept Head Signature

 Other Affected Dept Head Signature

Checked By: _____ County Executive Office Action: No. _____ Date: _____ () Approved () Disapproved	Entered By: _____ Date: _____ Distribution: 1: BOS/CAO/Auditor
By: _____ Board of Supervisors Action: No. _____ Date: _____	

**** Action Codes: A=Add, C=Change, D=Deactivate**

* Whenever a 93XX account budget is adjusted, a corresponding 94XX account budget must be adjusted in the billing agency, **except for ISFs**

* Whenever a 95XX account budget is adjusted, a corresponding 96XX account budget must be adjusted in the billing agency, and vice versa

* Whenever a 97XX account budget is adjusted, a corresponding 98XX account budget must be adjusted in the billing agency, and vice versa

Serban						
Category	Kyle	Mike	Melinda	Mark	Jeff	Avg
General Info	12	10	10	13	15	
Firm Experience	17	9	16	18	18	
Personnel Experience	15	10	15	17	16	
Project Understanding	26	21	24	26	30	
Overall Evaluation	15	11	13	13	15	
Total	85	61	78	87	94	81

Conti						
Category	Kyle	Mike	Melinda	Mark	Jeff	Avg
General Info	7	7	12	10	13	
Firm Experience	18	7	13	12	10	
Personnel Experience	11	6	10	8	8	
Project Understanding	28	9	18	15	28	
Overall Evaluation	11	5	10	9	13	
Total	75	34	63	54	72	59.6

Adaptive						
Category	Kyle	Mike	Melinda	Mark	Jeff	Avg
General Info	8	8	12	11	13	
Firm Experience	18	6	15	14	12	
Personnel Experience	13	6	15	13	16	
Project Understanding	24	10	22	21	28	
Overall Evaluation	13	5	13	11	11	
Total	76	35	77	70	80	67.6

						Total
Serban	1	1	1	1	1	1
Conti	2	3	3	3	3	2.8
Adaptive	3	2	2	2	2	2.2

Firm	Total Average	Average Ranking (lowest wins)
Serban	81	1
Conti	59.6	2.8
Adaptive	67.6	2.2

Ranking in Order from Number 1 to Number 3			
Firm	Rank	Total Average out of 100 points	Total Points (500)
Serban	1	81	405
Adaptive	2	67.6	338
Conti	3	59.6	298

Board Chambers RFP Scoring Evaluations