



BUDGET AMENDMENT REQUEST

Date 2/20/2024

NO. _____

INCREASE

Account No.	Division	Description	Budget Current	Change	Proposed Budget
001024 46431	General	Special Purpose Equipment	30,000	24,500	54,500
					-
					-
					-
					-
					-
					-
					-
					-
					-

DECREASE

Account No.	Division	Description	Budget Current	Change	Proposed Budget
001024 44621	General	Maintenance - Equipment	94,000	24,500	69,500

Explanation: AV equipment upgade for the Council Chambers.

Requested By: Robert Greene
Department Head

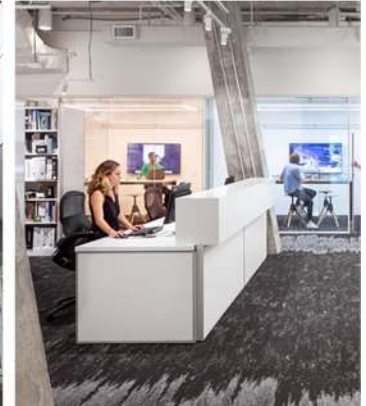
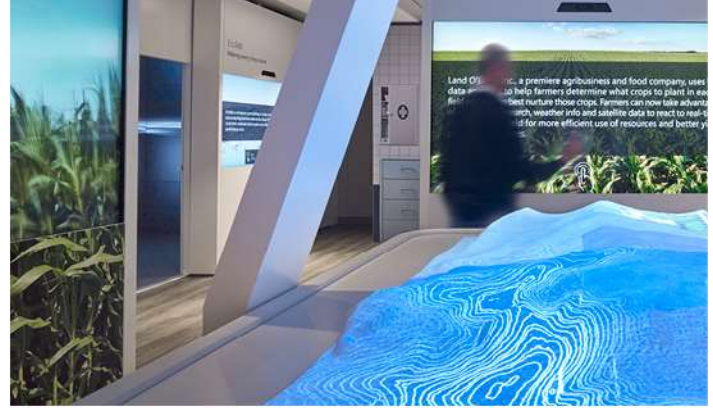
Approved By:
Finance Director Crystal Dunn
City Manager _____

Council Action Required Yes No (If Yes, Date Approved _____)

Date Posted _____ Current Month _____ Posted By: _____

Proposal Prepared For

City of New Port Richey Council Chamber Audio Upgrades



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Tampa, FL 33634
(813) 884-7168
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www.avispl.com

Prepared by: Rebecca Criswell
Rebecca.Criswell@avispl.com
Proposal no: 444101-5

Scope of Work

City of New Port Richey Council Chamber – audio upgrades

Project Overview

AVI-SPL is offering a solutions package designed to maximize the City of New Port Richey's investment in audio technology; specifically, upgrading wireless microphones. To achieve this goal, AVI-SPL is utilizing best practices audio solutions wherever possible. In some situations, AVI-SPL has substituted individual components, or augmented audio standards with other products, to enhance operating performance, or to meet specific customer requirements.

The following design contain owner furnished equipment (OFE) at the request of the client. All OFE equipment is considered to be in full working order, meeting or exceeding the original manufacturer's specifications and currently supported by the manufacturers. This includes software, firmware and or operating systems required to interface with the supplied AVI-SPL system design. All OFE devices are to be tested by AVI-SPL upon commencement of installation. Any and all defects, functional issues or equipment failures will be reported to client. Upon discovery of defects, it is the responsibility of the client that the OFE devices be repaired or replaced at additional cost to the client, not included in this scope of work. In the instance that additional equipment is need or repairs are required, the installation may be delayed or stopped until the defective owner furnished equipment is deemed suitable for installation. All owner furnished equipment is not covered under the provided warranty, unless noted and recorded in a separate service agreement.

Council Chamber

Design Narrative

The system will consist of wireless desktop gooseneck microphones and audio DSP to be installed and integrated with other owner furnished equipment.

Scope of Work – Hardware Integration

Hardware installation and general functionality/specifications. Equipment to be provided and installed by AVI-SPL unless otherwise specified.

Audio

- The following microphones will provide speech audio to conference calls. Used for local voice reinforcement within the room
 - Qty (12) handheld wireless microphones
 - The receivers will be installed in the rack and the antennas will be in the ceiling of the Council chamber

*** Please see the "Room Environmental Considerations" section for required room properties and best practices ***

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Project Considerations

Client Responsibilities (unless otherwise specified)

- All ceiling work required to accommodate the projectors, projection screens, or other equipment.
- Proper heat dissipation venting for the equipment in this system utilizing powered venting utilizing thermostatically controlled quiet fans in enclosed spaces where convection cooling is not possible.
- Any network connections to the client network
- Configuration of any network connection to the client network

AVI-SPL Responsibilities (unless otherwise specified)

- Provide and install all low voltage cabling to support the Audio equipment specified in this proposal, excluding any network connections to the client network.
- Labor to install Audio equipment specified with work being performed on consecutive days during normal business hours.
- Labor to rewire cables in the equipment rack and test all re-used OFE equipment.

Room Environmental Considerations

To maximize the user experience in a conferencing room, the following parameters should be observed:

- The room should have a measured ambient noise level of no more than NC35. For new spaces, the design parameters for the mechanical engineering within the room should have a target NC of 35 or less. Ambient noise includes noise from the air handling systems, mechanical systems, and noises outside the building. Noise levels above this specification adversely affects the meeting environment and may degrade the overall audio quality and intelligibility of a conference call. This is especially important when ceiling microphones are utilized. If a problem is identified with ambient noise levels, AVI-SPL can work with your mechanical engineer to identify possible solutions to lower the NC rating and improve the meeting experience.
- Reverberation time (T_{60}) for typical conference rooms should be less than 0.6 seconds in the 125 - 4000 Hz octave bands to provide an optimum meeting experience and acceptable audio quality in a conference call. A significant number of hard surfaces in a room (glass, drywall, or other surfaces) can adversely affect audio intelligibility and the meeting experience overall. Acoustic treatment is advised for rooms with higher T_{60} levels. If the room requires acoustic treatment, AVI-SPL can provide direction and solutions to overcome this issue and enhance the meeting experience for the participants.
- Evenly distributed lighting is important for videoconferencing applications. The lighting on the faces of the participants should be at least 40-foot candles and should be evenly distributed throughout the camera's field of view. Where the camera's field of view includes windows, recommended window treatment should be employed to provide an acceptable background for the camera to view the participants.
- When microphones are used for local voice reinforcement, the amount of available gain before feedback is dependent on the microphone's location within the room. Placement of the microphone immediately below a ceiling speaker may adversely affect the overall required audio level and cause feedback. Care should be taken to reduce the volume level of the microphone or locate the microphone(s) correctly to minimize the possibility of feedback.

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Room Summary - Council Chamber Audio (SLXD)

Equipment List

Mfg	Model	Description	Qty	Unit Price	Extended Price
		HARDWARE			
SHURE	SHUSLXD24DSM58J52	MICROPHONE, DUAL WIRELESS VOCAL SYSTEM W/SM58 MIC TIPS Coop Contract # 230901 List \$1,739 Discount: 15%	6	\$1,228.67	\$7,372.02
SHURE	SHUUA874US	ACTIVE DIRECTIONAL ANTENNA W/GAIN SWITCH 470-698 MHz TIPS Coop Contract # 230901 List \$566 Discount: 15%	2	\$384.07	\$768.14
SHURE	SHUUA844SWBLC	ANTENNA DISTRIBUTION SYSTEM FOR BLX4R (470-952MHZ) TIPS Coop Contract # 230901 List \$748 Discount: 15%	2	\$473.73	\$947.46
SHURE	SHUUA8100	CABLE, 100' UHF ANTENNA TIPS Coop Contract # 230901 List \$386 Discount: 15%	2	\$229.19	\$458.38
SHURE	SHUSB903	BATTERY, LITHIUM ION RECHARGEABLE TIPS Coop Contract # 230901 List \$56 Discount: 15%	12	\$39.00	\$468.00
SHURE	SHUSBC203US	CHARGER, DUAL DOCKING FOR SLD1/2, SB903 TIPS Coop Contract # 230901 List \$159 Discount: 15%	6	\$107.00	\$642.00
SHURE	SHUA13HDB	FLANGE, MOUNTING HEAVY DUTY BLACK TIPS Coop Contract # 230901 List \$14 Discount: 15%	4	\$10.00	\$40.00
ATLAS/SOUNDOLIER	ATLAD19B	FLANGE, ACC TBE 45 DEG CHR TIPS Coop Contract # 230901 List \$34.99 Discount: 10%	4	\$20.00	\$80.00
		LABOR			
		TIPS RATES Contract #200901 Design Engineer: \$125 per hour Commissioning: \$100 per hour Sr. Project Manager: \$118.06 per hour	0	\$0.00	\$0.00

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Mfg	Model	Description	Qty	Unit Price	Extended Price
		Project Coordinator: \$80.56 per hour Programmer: \$125 per hour CAD: \$72.22 per hour Installation Technician Level III: \$95 per hour (Labor Total in Professional Services area)			
				Subtotal	\$10,776.00

Room Support and Maintenance

Warranty; 3-months **\$0.00**

Equipment Total	\$10,776.00
Installation Materials	\$899.15
Professional Services	\$11,992.84
Direct Costs	\$0.00
General & Administrative	\$829.33
Subtotal	\$24,497.32

For informational purposes only – all Purchase Orders must match Investment Summary details.

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Investment Summary

Prepared For:	Robert Greene
	City of New Port Richey
	5919 Main St
	New Port Richey, FL 34652-2785

Prepared By:	Rebecca Criswell
Date Prepared:	02/02/2024
Proposal #:	444101-5
Valid Until:	03/04/2024

Total Equipment Cost	\$11,675.15
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Includes cable, connectors, hardware, switches, relays, terminal blocks, panels, etc., to ensure complete and operational system

Professional Integration Services	\$11,992.84
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Includes engineering, project management, CAD, on-site installation and wiring, coordination and supervision, testing, checkout, owner training, etc. performed on the Owner's premises. Also includes all fabrication, modification, assembly, rack wiring, programming, warranties, etc., some performed at AVI-SPL

Direct Costs	\$0.00
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Includes non equipment or labor costs, such as travel expenses, per diem, lift and vehicle rentals

General & Administrative	\$829.33
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Includes all G & A expenses: vehicle mileage, shipping and insurance, as applicable

Subtotal	\$24,497.32
Tax	Exempt (*)
Total	\$24,497.32

* Exemption from sales tax will be recognized only after a valid sales tax exemption certificate or other appropriate documentation of exemption has been provided to and approved by AVI-SPL; otherwise all applicable sales taxes will apply.

Purchase orders should be addressed to AVI-SPL LLC

Due to global semiconductor ("chip") shortages and supply chain disruptions pricing quoted in this proposal may change. Installation schedules are subject to current (daily) product availability and may be delayed or postponed.

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Terms and Conditions

This Proposal together with AVI-SPL’s General Terms and Conditions and the applicable Addendum(a) located here and incorporated herein by this reference (collectively the “Agreement”) constitutes the entire agreement between AVI-SPL LLC (“Seller”, “AVI-SPL”, “we”, “us”, “our”) and the buyer/customer identified in the Proposal (“Buyer”, “Customer”, “Client”, “you”, “your”) with respect to its subject matter and supersedes all prior and contemporaneous agreements, representations and understandings of the Parties, written or oral. By signing below, issuing a valid purchase order for the Services and/or Products specified herein or receiving the Products and/or Services specified herein, whichever occurs first, Buyer acknowledges it has read and agrees to the terms of this Agreement. This Agreement shall not be binding upon Seller until accepted by Buyer as set forth in this Agreement and the earlier of Seller’s confirmation in writing of Buyer’s order and Seller’s performance under the applicable Proposal. Any terms and conditions contained in Buyer’s purchase order or any other Buyer-provided documents related to this transaction shall have no effect and are hereby rejected. Notwithstanding anything herein to the contrary, if a master services agreement signed by both Parties is in effect covering the sale of the Services and/or Products that are the subject of this Proposal, the terms and conditions of said agreement shall prevail to the extent they conflict or are inconsistent with this Agreement.

Billing and Payment Terms

Unless otherwise agreed in writing by Buyer and Seller in the Proposal, the total Proposal price, excluding the price for Stand-alone Services (as defined in this section), shall be billed as follows, subject to continuing credit approval: 50% down payment at time of order, 40% upon delivery at Seller; 10% upon project completion and Buyer sign-off or first beneficial use, whichever occurs first, payable net 30 from Buyer’s receipt of invoice. For purposes of this Agreement, “Stand-alone Services” means any Services not attached to an installation project. Billing and payment terms for Stand-alone Services are set forth in the applicable Service Addendum(a). Unless otherwise specified in the Proposal, Products are sold F.O.B. origin-Buyer to pay all shipping charges. If this Proposal covers Products or Services for more than one system, room, suite, or location, for purposes of payment in accordance with payment terms stated on the face hereof each room, suite, or location shall be treated as if the subject of a separate sale and payment made accordingly. Unless otherwise specified in the Proposal, all pricing and amounts are in US Dollars and all billing and payment shall be made in US Dollars.

Link to AVI-SPL Terms and Conditions: <https://avispl.com/terms-of-use/>

Buyer Acceptance

Buyer Legal Entity

Buyer Authorized Signature

Buyer Authorized Signatory Title

Buyer Authorized Signatory Name

Date

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Global Support and Maintenance

AVI-SPL's Global Support and Maintenance services relieve you of the day-to-day burden of maintaining your collaboration technology estate, keeping your teams connected, and concentrated on delivering business value.

Elite Support

Our Elite services give you an extra level of onsite responsiveness and support with:

- **Unlimited onsite support M-F, 8am-5pm***
- **Unlimited remote help desk support – available globally 24x7x365**
- Facilitation of manufacturer repair or replacement programs – **let us navigate your warranty terms**
- **Software and firmware updates** managed remotely for covered assets



Global Support Operations Centers

- AVI-SPL's Global Support Operations Centers (GSOCs) deliver live help desk support 24x7x365.
- Offering quick and efficient email, phone, and portal communications options.
- The GSOCs will diagnose a problem, implement a repair remotely, or escalate to a specialist.

Repair/Replacement Facilitation – Some equipment may be repairable or replaced at no charge under the manufacturer's warranty. The help desk will assist in arranging the return of the defective equipment to the manufacturer for service/replacement as applicable.

Software Updates and Upgrades – access to the help desk for software updates and upgrades remotely available per manufacturer recommendation. Updates are provided on an as needed basis. Once an issue is reported, the remote help desk coordinates with you and the manufacturer to determine the best course of action. If a programmer is required, additional charges may apply at the applicable rate for those services.

Unlimited Onsite Support – available Monday through Friday, 8 a.m. - 5 p.m.*, excluding holidays, with travel included. Where applicable, AVI-SPL will provide a two-business day onsite response following the help desk's determination that an onsite dispatch is needed.

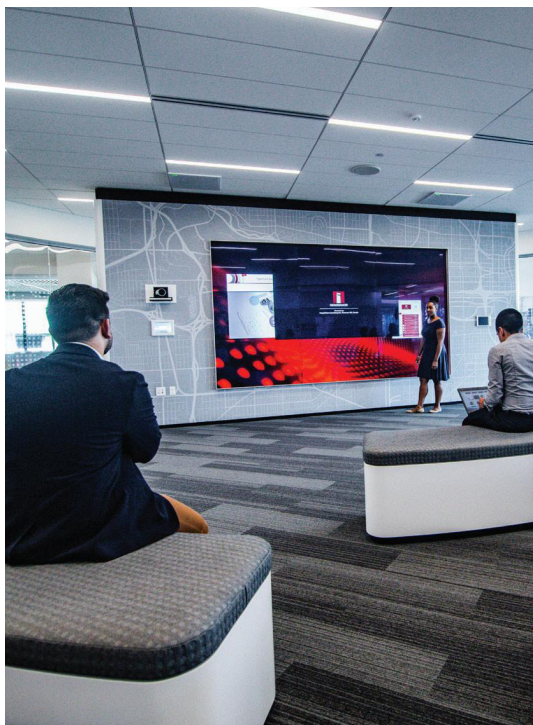
*Local standard time excluding AVI-SPL holidays.

Integration Inclusions and Exclusions

Inclusions

The following items are **included** in this proposal unless **specifically noted otherwise** within this proposal document or scope of work statement:

- All equipment, wire, and accessories required for a fully functional audio/visual system per the agreed upon scope of work.
- Non-union labor associated with audio/visual system engineering, installation, programming, and testing.
- Documentation package including complete as-built AV system diagrams, and manufacturer’s operation manuals.
- Coordination and cooperation with the construction team in regard to installing the system.
- User demonstration of full AV system operation for final sign-off.



Any additional trips, labor, or materials due to failure of the other workforces to have the audiovisual system rough-in work completed as anticipated and previously confirmed, will be added to the project billing as required.

Unless otherwise agreed in writing by AVI-SPL, all work performed by AVI-SPL will take place between the hours of 8:00 a.m. and 6:00 p.m. local time, Monday through Friday, excluding public and bank holidays. If AVI-SPL is required to perform work outside of these hours, customer will be charged AVI-SPL’s standard overtime rates. Any changes in the hours or days of performance must be agreed to in writing by AVI-SPL.

Where applicable, the owner’s architect will provide AVI-SPL’s engineering department with all required architectural floor, reflected ceiling, building elevation, and section plans in AutoCAD® format at no charge to AVI-SPL.

Exclusions

The following items are **excluded** from this proposal **unless specifically identified otherwise** within this proposal document or scope of work statement.

- All conduits, high voltage wiring panels, breakers, relays, boxes, receptacles, etc. Any related electrical work including, but not limited to, 110VAC, conduit, core drilling, raceway, and boxes.
- Voice/data cabling, IE analogue phone lines, ISDN lines, network ports, etc.
- Network connectivity, routing, switching, and port configuration necessary to support audiovisual equipment.
- Concrete saw cutting and/or core drilling.
- Fire wall, ceiling, roof and floor penetration, patching, removal, or fire stopping.
- Necessary sheet rock replacement, ceiling tile, T-bar replacement, and/or wall/ceiling repair.
- Any and all millwork (moldings, trim, etc.). All millwork or modifications to project millwork/furniture to accommodate the AV equipment is to be provided by others.
- Painting, patching, or finishing, of architectural surfaces.
- Permits (unless specifically provided for elsewhere in this proposal document or scope of work statement).
- Engineered (P.E.) seals and/or stamped structural/system details.
- HVAC and plumbing relocation.
- Rough-in, bracing, framing. or finish trim carpentry for installation.
- Cutting, structural welding, or reinforcement of structural steel members required for support of assemblies, if required.
- Owner furnished equipment or equipment furnished by others that is integrated into the systems (as described above) is assumed to be current, industry acceptable, and in good working order. If it is determined that this equipment is faulty upon installation, additional project charges may be incurred.
- Additional or specific manufacturer’s “User Adoption” training.
- Additional costs for union labor.



Addendum to General Terms and Conditions – Equipment Ordering

Due to global supply chain constraints, Seller is experiencing longer than normal lead times on equipment. As a result, Seller cannot guarantee lead times on equipment and will not be liable for any delays in equipment delivery to the extent caused by such constraints. However, as the supply chain continues to improve, we will not be ordering equipment for jobs that start more than 120 days from when the contracted site is ready unless lead times are greater than 90 days.

In order for Seller to appropriately plan and coordinate its resources, Buyer must commit to a **site readiness for installation date**, (subject to timely delivery of equipment) on or about _____, 20__.

AVI-SPL LLC Initials

Should Buyer elect to purchase equipment immediately upon placement of order or greater than 120 days prior to the above readiness date, to mitigate delays, Buyer agrees to receive the equipment at their designated location and Seller will immediately bill Buyer upon placement of such order. Buyer shall pay for such equipment within the payment terms (e.g. net 30) specified herein, regardless of any other agreed upon billing terms or billing terms specified herein. Warranty on such equipment shall commence upon delivery of the equipment to Buyer's designated location, notwithstanding any other agreed upon warranty terms or warranty terms specified herein.

By initialing next to this sentence, Buyer elects to purchase equipment immediately upon placement of order in accordance with the terms of this Addendum.

Buyer Initials

Buyer Acceptance

Signed Name

Company Name

Printed Name, Title

Date