

CITY COUNCIL MEMORANDUM

AGENDA ITEM

PURCHASE AND INSTALLATION OF AUDIO/VISUAL EQUIPMENT

ORIGINATING DEPARTMENT

Community Development/KCCC

BACKGROUND INFORMATION

The Killeen Civic and Conference Center opened in 2001 with the audio/visual equipment that is currently installed. This equipment has been used almost daily for 14 years and is no longer operating in the capacity it is needed to have successful events at the center.

DISCUSSION/CONCLUSION

Staff has identified the need to have the audio/visual equipment replaced as soon as possible. Due to the age of the equipment, replacement parts are no longer made or available for repairs. The equipment has recently been very unreliable, therefore causing the need to borrow sound equipment from other entities such as Killeen Arts and Activity Center (KAAC) and Killeen Independent School District (KISD). It is not beneficial to continue to have these entities provide the equipment for Civic and Conference Center events, as on occasion, it is not available due to their own events occurring at the same time. KISD normally does not allow outside entities to use their equipment; so exceptions are rare and involve hiring staff.

The City of Killeen is a member of several purchasing co-operatives that comply with Texas Local Government Code (TLGC) section 271.102. Staff has identified Onsite AV Service Partners through the interlocal purchasing system, TIPS/TAPS, to purchase and have installed new equipment in the amount of \$87,475.37. Also, associated with the purchase is a new service agreement that will apply to the new equipment in the amount of \$7,814.37. Staff has negotiated with Onsite AV Service Partners to have the current service agreement prorated with a credit applied to reduce the costs associated with the replaced equipment.

FISCAL IMPACT

Funds in the amount of \$87,475.37 for the purchase and installation of the audio/visual equipment are available in account 214-0705-457.61-25 Major Capital Outlay / Sound Systems and funds in the amount of \$7,814.37 for a service agreement are available in account 214-9508-457.42-43 Computer Maintenance.

RECOMMENDATION

Staff recommends that City Council authorize the purchase (and installation) of audio/visual equipment along with a service agreement covering the new equipment with Onsite AV Service Partners, a member of the TIPS/TAPS Cooperative in the total amount of \$95,289.74 and that the City Manager is expressly authorized to execute any and all change orders within the amounts set by state and local law.