

**Metropolitan Transportation Commission
Bay Area Headquarters Authority**

July 24, 2024

Agenda Item 3b - 24-0875

**Purchase Order - Bay Area Metro Center Conference Room Hybrid Technology
Modernization: AVI-SPL (\$275,000)**

Subject:

Authorization to issue a Purchase Order (PO) with AVI-SPL in an amount not to exceed \$275,000 for the modernization of hybrid video conferencing in conference rooms and work areas at the Bay Area Metro Center (BAMC).

Background:

To foster effective collaboration with partner agencies and productive meetings with distributed staff teams and consultants, staff have installed several Logitech hybrid video conferencing systems throughout agency floors at BAMC. Positive reception among technical staff and end users have since garnered requests for hybrid systems to be added to additional conference rooms and work areas.

This PO will allow staff to install 17 new Logitech video conferencing systems on agency floors at BAMC while simultaneously replacing aging audio visual equipment past its useful life. The proposed project budget of \$275,000 provides contingency for unforeseen needs in modernization of the conference rooms and workspaces, including emerging requests not previously planned. This project will occur in two phases, with a projected completion by October 2024. This project is essential for ensuring an effective and consistent hybrid collaboration workplace and seamless communications among staff and stakeholders.

Procurement Process:

In June 2024, staff solicited and received project proposals from Integrated Communication Systems (ICS), W. Bradley Electric (WBE) and AVI-SPL.

Based on their quoted costs and thorough approach, staff recommends AVI-SPL as the integrator for this project. AVI-SPL has an active agreement with Omnia Partners Group Purchasing Organization (GPO), a collaborative intergovernmental procurement vehicle, which fulfills competitive procurement requirements.

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AVI-SPL is neither a small business enterprise nor a disadvantaged business enterprise.

Issues:

None identified.

Recommendation:

Staff recommends that this Authority authorize the Executive Director or designee to issue a PO with AVI-SPL for conference room hybrid technology modernization in an amount not to exceed \$275,000.

Attachment:

- Request for Authority Approval – Summary of Proposed Purchase Order

DocuSigned by:

Nick Roethel

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Nick Roethel

Request for Committee Approval

Summary of Proposed Purchase Order

Work Item No.: 9120

Consultant: AVI-SPL

Work Project Title: Bay Area Metro Center Conference Room Hybrid Technology Modernization

Purpose of Project: Install video conferencing systems

Brief Scope of Work: Install new Logitech video conferencing systems on agency floors at 375 Beale St. while simultaneously replacing aging audio visual equipment past its useful life.

Project Cost Not to Exceed: \$275,000

Funding Source: BAHA-SSO

Fiscal Impact: \$275,000 is included in the FY 2024-25 Agency Budget.

Motion by Authority: That the Executive Director or designee is authorized to issue a purchase order with AVI-SPL for the installation of video conferencing systems in conference rooms and work areas at 375 Beale St., described above and in the BAHA Committee Summary Sheet dated July 24, 2024 and that the Chief Financial Officer is authorized to set aside \$275,000 for such purchase order.

BAHA Chair:

Alfredo Pedroza, Chair

Approved: July 24, 2024