

CITY OF HIGH POINT

AGENDA ITEM



TITLE: Video Streaming of Council Meetings and Communications Specialist Position	
FROM: Jeron Hollis, Managing Director	MEETING DATE: April 1, 2024
PUBLIC HEARING: n/a	ADVERTISED DATE/BY: n/a
ATTACHMENTS: Budget Ordinance Clark Powell Quote	

PURPOSE: City Council's consideration to upfit the Council Chambers with video capturing capabilities to stream meetings to our various platforms, including HPTV (High Point TV).

BACKGROUND: Council has requested that staff investigate the possibility of adding video to the stream of our council meetings.

Clark Powell has worked with staff for several years with support and design of current audio and broadcast equipment in the Council Chamber. The company has provided a quote for upgrades that would consist of adding three PTZ (point, tilt, zoom) cameras in the council chamber and installing a new camera controller and support equipment that will improve Zoom and Microsoft Teams integration. The quote will also provide upgrades that allow for the necessary switching and controls that a live video meeting would require. Additionally, there is an optional quote that would add two new PTZ cameras in the third-floor conference room (Fishbowl).

The quote includes the Cablecast app that enables the public to access the channel, a custom "HPTV" app on Hulu, Apple TV, Roku, Amazon Fire, IOS and Android, etc., a Smart Hub converter to switch TV signals as needed from live shots to council meetings to regularly scheduled programming, Live U licensing for remote live broadcasts that can be aired on our TV channel to the public, and three years of customer service for the central control unit (Tricaster).

In addition, staff recommended to the TEC Committee in the January 17, 2024, meeting that an additional Communications Specialist position will be needed as well as a revision of our current broadcast policy.

BUDGET IMPACT: Funds for this project could be allocated from available Fund Balance in the amount of \$164,758.00. The full-time position request will be included in the FY 24-25 budget request for approximately \$99,000.00 (salary and benefits) annually.

RECOMMENDATION/ACTION REQUESTED: City Council is requested to consider a proposal from Clark Powell for equipment upgrades in the amount of \$164,758.00 to accommodate streaming capabilities to various platforms and consider an additional Communications Specialist position to be included in the FY 24-25 budget request for approximately \$99,000.00 (salary and benefits) annually. These requests were recommended by the Transparency, Engagement, and Communication Committee.



CITY OF HIGH POINT

AGENDA ITEM



“AN ORDINANCE AMENDING THE 2023-2024 BUDGET ORDINANCE
OF THE CITY OF HIGH POINT, NORTH CAROLINA
TO APPROPRIATE GENERAL FUND BALANCE
FOR TECHNOLOGY UPGRADES FOR VIDEO STREAMING

Be it ordained by the City Council of the City of High Point, North Carolina, as follows:

Section 1. The proposed amendment appropriates \$164,758 in general fund balance for technology upgrades for video streaming of public meetings.

Section 2. The 2023-2024 Budget Ordinance of the City of High Point should be amended as follows:

(A) That the following General Fund revenues be amended as follows:

Fund Balance Appropriation	\$164,758
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(B) That the following General Fund expenditures be amended as follows:

Equipment - Technology Upgrades	\$164,758
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Section 3. That all ordinances, or parts of ordinances in conflict with this ordinance are hereby repealed to the extent of such conflict.

Section 4. That this ordinance shall be effective from and after its passage."

Adopted by High Point City Council, this the 1st day of April 2024

Cyril Jefferson, Mayor

ATTEST

Sandra Keeney, City Clerk



System Proposal

Date: December 18, 2023
To: Ryan Ferguson
Company: City of High Point
Address: 211 S Hamilton St.
City: High Point, NC 27260
Work Phone: 336.883.3288
Cell Phone: 336.442.6042
E-mail: ryan.ferguson@highpointnc.gov
Proposal: H574.LW
Project Name: Council Chamber Cablecast and Camera Upgrade
Scope of Work: Customer is responsible for all necessary AC power and LAN connectivity.

Lee White-CTS
Account Manager
110 Regent Dr.
Winston Salem, NC 27103
lwhite@clark-powell.com
Toll Free: 800 533 1099
Ph:336-701-6524 Fax:855-403-8200
Inside Sales Support
800-532-1099
insidesales@clark-powell.com
Valid: 30 Days

Standard system warranty is for 90 days after completion of the install. Optional extended support plans are provided below the system price.

Scope of work:

Replace existing NDI switch with new larger more capable switch.
Install and cable 3 new PTZ cameras in the Council Chamber
Install and cable new camera controller
Install 2 new PTZ cameras in the Fishbowl. **Cable from Fishbowl to Control Room pulled by others**
Install and cable new Cablecast Omni system in place of existing Leightronix
Install and cable new Tricaster 1 Pro in place of existing Tricaster
Install and cable new LiveU system
Install and cable new Blackmagic 12x12 router in place of existing Sierra router
Install any necessary conversion and cabling to support traffic cam feed into router (**removed from current scope of work**)

Configure and test all systems. Warren to provide end-user training on all but Cablecast. Cablecast to provide training on Omni system. Develop and provide workflow documentation and full system drawings..

Item #	Qty	Manufacturer	Model	Description	Unit	Total
HARDWARE						
Council Chamber Upgrades						
<u>Cameras</u>						
	3	Panasonic	AW-UE100WPJ	PTZ Camera	-	-
	1	Panasonic	AW-RP150	Touchscreen Remote Camera Controller	7,956.00	23,868.00
			M4250-26G4F-PoE++	24x1G PoE++ 1,440W 2x1G and 4xSFP Managed Switch	4,998.00	4,998.00
	1	Netgear	(GSM4230UP)		2,911.00	2,911.00
	3	Panasonic	FEC-100WMW	Professional PTZ Camera Wall Mount for AW-UE100 (for both rooms)	222.00	666.00
<u>Tricaster</u>						
	1	Broadfield	FG-003245-R001	TriCaster 1 Pro 2RU	-	-
	1	Broadfield	FG-003262-R001	Tricaster Flex Control Surface	22,995.00	22,995.00
	1	Broadfield	FG-003262-R001	Tricaster Flex Control Surface	9,495.00	9,495.00
	3	Broadfield	PTP-000000038	ProTek Prime for Tricaster 1 Pro	1,222.00	3,666.00
	3	Broadfield	PTP-000000064	Protek Prime for Flex Control Surface	445.00	1,335.00
<u>Cablecast</u>						
					-	-
					-	-
					-	-

				Web-centric 1x1 Broadcast, VOD and Live Streaming Solution in a 3 RU chassis. Streams H.264 HLS Adaptive bitrate to mobile devices, OTT and desktops. Pulls in and records NDI, RTP, RTMP, RTSP, SRT and HLS streams as well as		
1	1	Cablecast	CBL-VIO2-OMNI	SDI. Includes Cablecast Automation, scheduling and CG Software. Includes graphics, crawl, bug, and bug text on streaming output. Single SDI output. Redundant power, 10TB RAID5 Content and 256GB RAID1 OS drives. 3 year hardware warranty and system commissioning included.	23,598.00	23,598.00
2	2	Cablecast	CBL-VIO2-OMNIHA	Annual hardware assurance contract for the CBLVIO2-OMNI-HA. First 3 years are included with the purchase.	1,897.00	3,794.00
3	4	Cablecast	CBL-SVC-PHHRLY	One hour of telephone training, installation assistance or service. Train and installation support need to be scheduled 2 weeks in advance	103.00	412.00
				Annual Cloud-based reflection service with cloudbased storage and delivery operating in conjunction with both Cablecast Live and Cablecast VOD.		
4	1	Cablecast	CBL-REFLECTPLUS	Content is pushed to Reflect+ eliminating the need to open a port in your Firewall. Includes 2TB of storage. Additional storage available in 1TB increments. Serves a virtually unlimited number of live and VOD streams over the web, OTT and Mobile apps. Includes up to 3 live streaming Channels. Must be renewed annually.	3,750.00	3,750.00
				One time development, administrative and creative fee to integrate user supplied artwork and logos into ONE branded OTT app for Apple TV, Roku, Amazon Fire, iOS or Android. Typical lead time is three weeks upon delivery of requested assets which include high quality logo's, brand colors, and images to be utilized in the custom design. Customer is also responsible for signing up for developer accounts which may affect delivery dates. Please specify ONE platform:		
5	1	Cablecast	CBLCABLECAST APP		1,539.00	1,539.00
				One time development, administrative and creative fee to integrate user supplied artwork and logos into additional branded Cablecast OTT apps for Apple TV, Roku or Amazon Fire, iOS or Android. Typical lead time is three weeks upon delivery of requested assets which include high quality logo's, brand colors, and images to be utilized in the custom design. Customer is also responsible for signing up for developer accounts which may affect delivery dates. Please specify the platform.		
6	4	Cablecast	CBLCABLECAST ADD		1,009.00	4,036.00
	1	BMD	BMD-VDHUB12G1010	SmartHub 12x12 12G	1,625.00	1,625.00
	1	Magewell	641500000	NDI to SDI converter	404.00	404.00
	1	DataVideo	DAC 70	Up/Down/Cross for SDI to Cablecast	613.00	613.00
				<u>LiveU</u>	-	-
	1	LiveU	LU300SPEGBUNDLEPRO4G	LU300S PEG Bundle, PRO License LU300S-PEG-BUNDLE-PRO-4G LU300S PEG Bundle, PRO License	15,741.00	15,741.00
				Page 2 of 4	-	-

Committee Room (Fishbowl)

Cameras

2	Panasonic	AW-UE100WPJ	PTZ Camera	-	-
2	Panasonic	FEC-100WMW	Professional PTZ Camera Wall Mount for AW-UE100 (for both rooms)	7,956.00	15,912.00
				222.00	444.00

RACKING

1	ClarkPowell	Custom	AV Equipment Rack w/ Power Management & All Accessories	Rack Shelves, etc.	200.00	200.00
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SERVICES & MISC. INSTALL ITEMS

1	ClarkPowell	Custom	Misc. Installation Hardware, Cables, Connectors & Rental Expenses	1,767.00	\$1,767.00
1	ClarkPowell	Custom	Design, Engineering, Project Management, Installation, Programming, Testing & Training	18,788.00	\$18,788.00
1	ClarkPowell	Custom	1 Year System Assurance Plan	4,903.00	\$4,903.00
				<i>Estimated Ground Freight</i>	\$653.00
				SUBTOTAL	\$168,113.00

OTHER

1	ClarkPowell	Custom	Bus. Licenses & permits	-	
1	ClarkPowell	Custom	Performance Bond	-	

TOTAL ESTIMATED PRICE **\$168,113.00**

30% Deposit due with order \$50,433.90

Prices valid for 30 days from date of the proposal

WARRANTY INFORMATION: ClarkPowell will repair any defect in the system directly related to the installation services provided by ClarkPowell for a period of 90 days after the completion of the project installation. This standard warranty does not apply to the equipment that makes up the system. Each piece of equipment in the proposed system will carry a standard manufacturer's warranty the details of which will be provided by ClarkPowell within the system documentation. Optional preventative maintenance and service contracts are available from ClarkPowell and are highly recommended for optimum performance of your system. For further reference see our website at www.clark-powell.com/standard-warranty/ for details on our standard warranty, and the terms & conditions of which are incorporated herein.

Protect your investment.

ClarkPowell offers two cost-effective levels of ongoing service support, over and above your original 90 day warranty:

	First Year	2nd Year	3rd Year	3 Year Bundle
CP ASSURANCE; 2 Preventative Maintenance Visits, Unlimited Call-outs, 2 Working Day response time	\$4903	\$6349	\$6666	\$14334
CP ASSURANCE Plus; 4 Preventative Maintenance Visits, Unlimited Call-outs, 1 Working Day response time	\$8700	\$11412	\$11983	\$25676

PROJECT TIMING - ClarkPowell prides itself in providing systems tailored to the specific needs of each client. Because of this we have a very well defined process that commences upon receipt of the client purchase order. During this process, the final design is agreed and then peer reviewed before any orders are placed. Also, due to the specialist nature of much of the equipment that we supply, there can be manufacturing times to consider and some items may be available on back-order only. Because of these factors, for an average, non-complex project you should expect installation to commence no sooner than 6 - 8 weeks after order placement. We can, of course, accommodate expedited schedules if your needs are urgent - please discuss this with your sales representative.

This proposal/system design includes only the items listed above. Price DOES NOT include Tax or Freight, unless noted as a separate line item. Restocking and return freight fees may apply to any equipment returned after order.

All Rights Reserved. This system proposal and any system design implied therein are the intellectual property of ClarkPowell and would be considered a "Trade Secret". Using the contents of this quote for any bid document is strictly prohibited. Proposed hours for installation are Monday-Friday, 8:00am to 5:00pm. Deviations from these times will require special conditions and pricing modification.

CLARKPOWELL STANDARD TERMS AND CONDITIONS:

Payment terms are as follows:

1. All orders are subject to credit approval.
2. A 30% deposit will be required with all installation orders, due upon receipt of PO.
3. Invoices for progress payments will be generated monthly for equipment and non-equipment costs.
4. Warehoused equipment will be invoiced, itemized with serial numbers and available for inspection.
5. ClarkPowell accepts Visa, MasterCard, American Express credit card orders. Credit card orders are subject to a 3% processing fee which will be added to the above total on the final invoice. Credit card orders are limited to \$10,000.00.
6. Payment terms are net 20 calendar days. ClarkPowell does not offer any early pay discounts
7. This system Proposal is valid for 30 days with the exception of any increases in international trade tariffs.

Performance terms are as follows:

1. Standard manufacturer's warranties apply to all items.
2. Site conditions may require certain complete and finished facility infrastructure or network connectivity to be provided by client in order to complete an operational system.
3. ClarkPowell assumes no liability or risk of loss for owner furnished equipment or data contained therein.
4. ClarkPowell will attempt to utilize existing software "code" furnished and owned by the client but assumes no liability for said code. Software code developed by ClarkPowell under contract will be furnished to client upon final payment of the project.
5. ClarkPowell will make every effort to fulfill the project in the client's requested timeline but cannot guarantee compliance due to external factors such as manufacturer's equipment availability.
6. Schedule changes will require a minimum 5 business day notice in order to accommodate changes to the on-site crew assignment.
7. Service calls carried out under warranty that are found to be the cause of Owner Furnished Equipment (OFE) will be subject to charge.

EXCLUSIONS:

The following work is not included in our Scope of Work: All conduit, high voltage, wiring panels, breakers, relays, boxes, receptacles, etc / Concrete saw cutting and/or core drilling / Fire wall, ceiling, roof and floor penetration / Necessary gypsum board replacement and/or repair / Necessary ceiling tile or T-bar modifications, replacements and/or repair / All millwork (moldings, trim, cut outs, etc.) / Patching and Painting / Permits (unless specifically provided for and identified within the contract).

NOTICE: This Scope of Work is delivered on the basis of the following Assumptions: The room(s) match(es) the drawings provided / Site preparation by the Customer and their contractors includes electrical and data placement per CLARK-POWELL specification / Site preparation will be verified by CLARK-POWELL project manager or representative before scheduling of the installation. All work areas should be clean and dust free prior to the beginning of on-site integration of electronic equipment / Customer communication of readiness will be considered accurate and executable by CLARK-POWELL project manager / In the event of any arrival to site that CLARK-POWELL is not able to execute work and definable progress, the Customer will be charged a delay notice fee to offset the lost time due to the lack of readiness. The delay notice Fee will be presented as a Contract Change Order and will/may halt work until acceptance by the Customer and rescheduling of the integration effort is agreed upon / Rescheduling and redeployment of CLARK-POWELL technicians due to unacceptable site preparation may cause scheduling delays of up to 10 business days / There is ready access to the building / facility and the room(s) for equipment and materials / There is secure storage for equipment during a multiple-day integration / If Customer furnished equipment and existing cabling is to be used, CLARK-POWELL assumes that these items are in good working condition at this time and will integrate into the designed solution. Any repair, replacement and/or configuration of these items that maybe necessary will be made at an additional cost / Cable or Satellite drops must be in place with converter boxes operational before the completion of integration. Any delay resulting in extra work caused by late arrival of these items will result in a change order for time and materials / Document review / feedback on drawings / correspondence will be completed by the Customer within two business days {unless otherwise noted} / The documented Change Control process will be used to the maximum extent possible – the Customer will have an assigned person with the authority to communicate/approve project Field Directed Change Orders and Contract Change Orders

Proposal Approved by: _____ Proposal #: H574.LW

Signature: _____ Date: _____

State Contract

#63-CCC624141

**NC State University Multimedia Equipment and Services
Convenience Contract # 63-CCC624141**

Contract Term: August 1, 2019 to July 31, 2025. Contract will be rebid 2025.

Established for purchasing multi-media equipment: video conferencing, document cameras, cables, projectors, screens, LCD panels, direct view displays, amplifiers, speakers, sound processing equipment, broadcast systems, lighting systems, interactive white boards, overlays, symposiums, lecterns, etc .

When contacting suppliers, provide them contract # **63-CCC624141**, and ask for pricing accordingly. Obtain a written quote from the supplier. The quote # must be referenced on the quote. -

Per NC State Purchasing guidelines, if the total purchase is \$29,000 or greater, a requisition must be submitted for processing. Attach a copy of your supplier's quote as back up documentation. If the total is under \$29,000, you may process at the department level.

Pricing: Discounts vary per supplier and manufacturer brands offered. The same manufacturer brands may be offered by multiple suppliers. We recommend obtaining a minimum of 3 quotes for comparison.

Shipping: FOB, included in item pricing.

Warranty: See [spreadsheet](#) for each supplier/dealer and manufacturer.

Minimum orders: There are no minimum order requirements.

Installation/Integration: Is not part of this contract, but the suppliers may quote this for you.

SUPPLIER LIST: *Please scroll down to the supplier spreadsheets to find the authorized supplier for each manufacturer and category. Pricing discount and warranty information are listed with each. Pricing discount varies for each dealer. Suppliers may offer a higher discount at any time during the contract period.*

Alphabetical listing of contract suppliers with contact information

AVI-SPL LLC

6301 Benjamin Rd, Ste 101
Tampa FL 33634

Cindy Turner
E-mail: Cindy.Turner@avispl.com
Phone: 813-884-7168
Toll Free: 800-282-6733

Brightline LP

580 Mayer St, Bldg #7
Bridgeville PA 15017

Erin Nath
E-mail: enath@brightlines.com
Phone: 412-206-0106

Camcor Inc

2273 S Church St
Burlington NC 27215

Will Benton
E-mail: bids@camcor.com
Phone: 336-228-0251
Toll Free: 800-868-2462

Clark Powell

637 Poole Dr
Garner NC 27529

Susan Pinch
E-mail: susan@clark-powell.com
Phone: 919-352-9728
Toll Free: 800-568-1099

Digital Communications & Display LLC

3305 Durham Dr, Ste 105
Raleigh NC 27603

Robert Ray
E-mail: robbie@dcommand.com
Phone: 919-859-1786

Extron – direct through authorized dealers

Kellie Herrera

E-mail: kherrera@extron.com or salescontracts@extron.com

Phone: 800-633-9876 ext. 6446

Imagination Systems Inc

549 Pylon Dr

Raleigh NC 27606

Gary Surabian

E-mail: Gary@ImaginationSystem.com

Phone: 919-834-3440

Toll Free: 866-325-9244

Inter Technologies Corporation

112 E Green St

Franklinton NC 27525

Daniel Brewster

E-mail: daniel@intertech.tv

Phone: 888-331-0782

Kontek Systems Inc

318 Holland St Mall

Durham NC 27701

Hilary French

E-mail: hfrench@kontek.com

Phone: 919-680-4321

Lee Hartman & Sons

3236 Cove Rd

Roanoke VA 24017

Steve Hartman

E-mail: shartman@leehartman.com

Phone: 540-366-3493 ext. 1120

Net Insight AB

Solna Business Park

Lastkaj Englundavagen 8

SE-171 41 Solna, Sweden

Clifford Simpson

E-mail: Clifford.Simpson@netinsight.net

Phone: +46 8 685 04 00

One Diversified LLC

300 Perimeter Park Dr, Ste A
Morrisville NC 27560

Stephen Stanford

E-mail: ststanford@diversifiedus.com

Phone: 919-985-7664

Pathway Technologies Inc

8400 Six Forks Rd, Ste 202
Raleigh NC 27615

Ron Michaux

E-mail: rmichaux@pathwaytech.com

Phone: 919-847-8680

Recursav LLC

3909 Westpoint Blvd, Ste G
Winston-Salem NC 27103

Nate Rhoades

E-mail: nrhoades@recursav.com

Phone: 336-488-0216

SKC Communication Products LLC

274 Museum Rd
Rock Hill SC 29732

Brent Hardin

E-mail: bid.desk@skccom.com

Phone: 919-413-1390

Toll Free: 800-882-7779

Strategic Communications

3000 Spring Forest Rd
Raleigh NC 27616

Richard Clark

E-mail: Richard.Clark@strategicmail.net

Phone: 919-878-0550

Toll Free: 800-255-5664

**Bluum (formerly Troxell
Communications Inc)**

3771 Ramsey St, # 109, 214
Fayetteville NC 28311

Darryl Dutcher

E-mail:

Darryl.Dutcher@bluum.com

Phone: 910-822-0131

Toll Free: 800-352-7912

TSAV

775 Barber St
Athens GA 30601

Tonya Barr Dugas

E-mail: sales@tsav.com

Phone: 706-613-8759