



**CITY OF HAYWARD**  
**AGENDA REPORT**

AGENDA DATE 05/24/05

AGENDA ITEM 5

WORK SESSION ITEM \_\_\_\_\_

**TO:** Mayor and City Council  
**FROM:** City Manager  
**SUBJECT:** Replacement of Cameras In City Council Chambers

**RECOMMENDATION:**

It is recommended that the City Council adopt the attached resolution authorizing the replacement of cameras used in the City Council Chambers and appropriating funds for this purpose.

**BACKGROUND:**

A key component of the audio visual system used in the City Council Chambers is the camera set which consists of three "broadcast quality" cameras and two overhead magnifying document cameras. The three broadcast cameras are sited to provide full coverage of the proceedings in the Council Chambers. The two document cameras are located in the ceiling and can zoom in on documents or other materials placed on the public dais table and one of the staff stations. Both the broadcast cameras and the document cameras are nearing the end of their service life and in staff's opinion should be replaced.

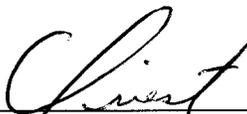
Overall, the current camera set has worked very well for the City. The broadcast cameras, which are over ten years old, have been in use since Council meetings were being held in Centennial Hall. When the current City Hall was opened in 1998 the cameras were retained and put into service. While it is still possible to repair the cameras when they fail, they are no longer manufactured and obtaining parts is becoming more problematic. The document cameras are somewhat less critical and have been operating since the current City Hall opened in 1998. However, the document cameras are not digital, which the new cameras and control system will be, if approved. Consequently, staff is recommending that both the broadcast and document cameras be replaced at this time.

Staff has obtained two separate bids for the project which range from approximately \$108,000 to \$120,000. Staff is recommending that the bid be awarded to Avidex Corporation, which is the lowest bid, at \$108,000. This project was not included in the 2004-05 General Fund budget. Consequently, staff is recommending that Council authorize that \$110,000 (includes a contingency of \$2,000) be appropriated from the General Fund Undesignated Fund Balance to pay for the project. There are sufficient funds in the Undesignated Fund Balance to fund the replacement.

Staff is bringing this request forward at this time in order to maintain broadcast capability. If this were a less critical application, then consideration during the annual budget process would be a better choice in terms of timing. However, given the importance that Council has placed on overall public access to City government, staff is recommending replacement at this time.

Finally, I would like to note that this item was reviewed by the Council Budget and Finance Committee and the Committee indicated that this item should be brought forward to the full Council rather than wait for the budget process.

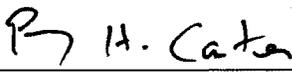
Prepared by:



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Clancy Priest  
Deputy City Manager,  
Director Technology Services

Recommended by:



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Perry Carter  
Acting Assistant City Manager

Approved by:



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Jesús Armas  
City Manager

# DRAFT



HAYWARD CITY COUNCIL

RESOLUTION NO. 05-

Introduced by Council Member \_\_\_\_\_

**RESOLUTION AWARDED CONTRACT TO AVIDEX CORPORATION AND AMENDING RESOLUTION 04-101, AS AMENDED, THE BUDGET RESOLUTION FOR FISCAL YEAR 2004-05, RELATING TO AN APPROPRIATION OF FUNDS FROM THE GENERAL FUND UNDESIGNATED FUND BALANCE (FUND 100) TO REPLACE THE CAMERAS IN THE CITY COUNCIL CHAMBERS**

WHEREAS, Council Chambers is equipped with three broadcast cameras and two document cameras which are nearing the end of their service life and are in need of replacement; and

WHEREAS, staff received two bids ranging from \$108,000 to \$120,000 and Avidex Corporation submitted the low bid in the amount of \$108,000

NOW, THEREFORE, BE IT RESOLVED that Avidex Corporation, is hereby awarded the contract for replacement of the broadcast and document cameras in Council Chambers, at and for the price named and stated in the bid of the hereinabove specified bidder, and all other bids are hereby rejected.

BE IT FURTHER RESOLVED that the City Manager is hereby authorized and directed to negotiate and execute the contract with Avidix Corporation in the name of and for and on behalf of the City of Hayward, in an amount not to exceed \$108,000, in a form to be approved by the City Attorney.

BE IT FURTHER RESOLVED by the City Council of the City of Hayward that Resolution No. 04-101, as amended, the Budget Resolution for fiscal year 2004-05, is hereby amended by approving an appropriation of \$110,000 from the General Fund Undesignated Fund Balance (Fund 100) to replace cameras used in the City Council Chambers to record and broadcast City Council and other public body meetings.

IN COUNCIL, HAYWARD, CALIFORNIA \_\_\_\_\_, 2005

ADOPTED BY THE FOLLOWING VOTE:

AYES: COUNCIL MEMBERS:  
MAYOR:

NOES: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ATTEST: \_\_\_\_\_  
City Clerk of the City of Hayward

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney of the City of Hayward