



REQUEST FOR BOARD ACTION

ITEM NO. 11

DATE OF MEETING: November 23, 2015

REQUESTED BY: Erik Harvey, Director; Pender County ITS Department

SHORT TITLE: Approval of a Purchase Order to Landmark Audio/Video for Board of Commissioner's Meeting Room Sound Equipment Upgrade in the Amount of \$11,371.58.

BACKGROUND: The Board of Commissioner's Meeting Room is currently experiencing various sound issues during meetings. After evaluating the current sound equipment, wiring, mics, and speakers with an audio/video expert it was determined that the mixer and amplifier are not functioning properly. A new mixer and amplifier will resolve the buzzing sounds that is heard throughout the meeting room. Due to the mixer not working properly the gain capabilities on the mixer will not allow the speaker's microphone (s) to be heard. The current ceiling speakers do not work and will be replaced. Additional speakers were added to this request to ensure that the audience can hear what is being presented in the back of the room. Additional in/out ports are needed to capture audio to be streamed to the website and captured for minute taking purposes. A number of microphones are broke and their necks do not extend out far enough for the speaker to be heard. Due to the different meeting configurations needed in the meeting room a wireless handheld mic and XLR connector/wall plate will be added.

Three quotes were requested and two were received. Landmark Audio/Video for Board was selected based on lowest cost.

Landmark Audio/Video:	\$11,371.58
Sound Decisions:	\$11,784.00

SPECIFIC ACTION REQUESTED: To approve a Purchase Order to Landmark Audio/Video for Board of Commissioner's Meeting Room Sound Equipment upgrade in the amount of \$11,371.58. This expenditure has been budgeted in the FY 15-16 Budget Ordinance and will be taken from the following line item:

IT Capital Outlay: 445-407400