



- Board of Directors
Organization, Personnel and Technology Committee

7/14/2020 Board Meeting

7-1

Subject

Authorize an agreement with AVI-SPL, Inc. in an amount not-to-exceed \$3.75 million for the procurement and deployment of upgraded audiovisual technology systems at Metropolitan's Headquarters Building for the Boardroom Technology Upgrade Project; the General Manager has determined the proposed action is exempt or otherwise not subject to CEQA

Executive Summary

This action authorizes procurement and deployment services to upgrade the audiovisual (AV) systems in the board and committee rooms at Metropolitan's Headquarters Building in Los Angeles.

The entire project scope is estimated and budgeted at \$8.62 million and consists of two parts. The first part is this current action for the AV technology equipment procurement and deployment. The second part will be for structural construction and cabling work in the board and committee rooms, supporting equipment rooms, and the rotunda, which Engineering anticipates presenting to the Board later in the year.

Timing and Urgency

The existing AV equipment in the board and committee rooms has been in service since 2008, while the system cabling has been in use since 1998. The AV systems have multiple components, including audio, video, and voting systems. After 10 plus years of continuous service, the frequency of equipment failures and the associated downtime has been increasing.

The existing AV equipment, including control panels, microphones, speakers, and voting panels, are now obsolete, and new spare parts are no longer available. Failure of these systems could potentially impact board and committee meetings, as well as daily business functions within the Headquarters Building. Staff recommends moving forward with upgrades to the AV systems, which will be coordinated with the seismic upgrades and other building improvements that are scheduled for construction around the same period.

This project has been reviewed with Metropolitan's Capital Investment Plan (CIP) prioritization criteria and is included within the System Reliability Program. Funds for this action are available within Metropolitan's capital expenditure plan for CIP funding year 2020/21.

Details

Background

The board and committee rooms at Metropolitan's Headquarters Building are used by the Board of Directors, external organizations, and staff on a regular basis. The AV systems in each of the meeting rooms are relied upon for presentations, voting, recording, and web streaming.

The boardroom (1-405), control room (1-407), multipurpose room (1-102), and the rotunda are located on the first floor, and two committee rooms (2-145 and 2-456) are on the second floor. Each room's AV system includes cameras, projectors, videoconferencing components, touch screen voting stations, microphones, speakers, amplifiers, audio recorders, and hundreds of feet of cabling, which connects the remote devices to the control panels and computers via a variety of interfaces. The AV systems enable electronic voting, live broadcasting, and real-time recording during meetings.

Since the Headquarters Building was completed in 1998, there have been significant industry advancements in AV technology. Sound and visual quality has been enhanced by industry adoption of digital signals that deliver speed, resolution, and high performance at half the power of current equipment. The existing AV equipment, such as the operator control panels and associated interface equipment, which are the brains of the AV systems, are now obsolete, and new spare parts are no longer available.

In October 2018, the Board authorized \$1.15 million for the design to upgrade Headquarters Boardroom AV systems, with an increase of \$610,000 to the existing agreement with IBI Group, adding the AV design specialists consulting services.

The design phase is 100% complete and included: (1) field verification of existing conduits for planned AV cabling; (2) evaluation of technology options based on current industry standards; (3) detailed design of the new AV systems; (4) preparation of drawings and specifications; (5) development of a construction cost estimate; (6) third-party value engineering assessment; and (7) advertisement and receipt of competitive bids for the construction. Detailed design was performed by IBI Group, AV technical design and specifications performed by The Sextant Group (Sextant), while the value engineering assessment was performed by Strategic Value Solutions Inc. All other activities were performed by Metropolitan staff.

Headquarters Building Audiovisual Systems Upgrade – Deployment and Implementation Phase

This current action only includes authorization for the AV systems implementation and deployment. This board action excludes construction, electrical conduit and cabling for AV systems and lighting retrofit, which are being planned by the Engineering Project Management Unit as a separate board item.

The planned AV work includes: (1) replacing the existing video projection systems with high definition, light-emitting-diode (LED) technology in the board and committee rooms; (2) adding a curved LED display to rotunda wall; (3) replacing all microphones, speakers, amplifiers, audio recorders, and voting stations; (4) replacing the control system, network switches, and associated equipment in the media control rooms; (5) upgrading the AV system software to improve the user interface for control and monitoring of the new system; and (6) replacing the current voting system hardware and software.

The scope of upgrades proposed by the Sextant design for the boardroom included dual 16:9 LED video wall, equipment replacement with video production capabilities, streaming and archiving upgrades, maximum flexibility for future needs, secondary audience displays, and replacement of the voting system hardware and software. Committee room upgrades included a double-wide interactive video wall.

This project will also add a curved LED screen on the north-west wall of the rotunda to display videos and pictures to keep staff up to date with the latest communications, “water talks” (through noticeboards, PowerPoints, graphs) and for internal digital signage for special events, relevant news and/or emergencies along with public facing materials from Metropolitan External Affairs to promote Metropolitan’s mission and values.

This action authorizes \$3.75 million for the deployment to upgrade the AV systems in the board and committee rooms, associated support rooms, and the rotunda area. The requested funds include awarding a new contract with AVI-SPL, Inc. for \$3.75 million for equipment procurement and deployment services; an estimated \$250,000 for professional services; \$1.1 million for labor costs by Metropolitan staff including owner costs, design and submittals review, inspection support, and project management; and \$510,000 for remaining budget. Staff will return to the Board at a later date for award of the construction contract.

Audiovisual System Procurement and Deployment Services (AVI-SPL, Inc.) – Agreement

AVI-SPL, Inc. is recommended to procure and deploy the AV technology systems at Metropolitan’s Headquarters Building. AVI-SPL, Inc. was prequalified to provide AV technology services through a competitive process via OMNIA Partner’s Agreement No. 000817, issued in November 2018. Request for quotes were sent to three AV vendors on the OMNIA agreement. Subsequently, AVI-SPL, Inc. was selected for this project due to its technical capabilities and planned approach for the work. The scope of work will include field investigations, detailed architectural and engineering design reviews, coordination, preparation of shop drawings and specifications, and technical services during deployment.

Summary

This action authorizes a new agreement with AVI-SPL, Inc. for an amount not-to-exceed total of \$3.75 million, to perform the procurement and deployment services on the AV Systems Technology upgrades at Metropolitan's Headquarters Building.

This project has been evaluated and recommended by Metropolitan's CIP Evaluation Team, and funds are available within the fiscal year 2020/21 capital expenditure plan. See **Attachment 1** for the Financial Statement.

Project Milestones)

July 2020 – Board Action to Award Contract to AV Vendor

Aug 2020 – Board Action to Award Construction Contract

Oct 2020 – Feb 2021 – Boardroom Construction and AV Deployment

Jan 2021 – Feb 2021 – First-floor Multipurpose Room and Lobby Rotunda LED Deployments

Feb 2021 – Mar 2021 – Second-floor Committee Rooms and Construction and AV Deployment

Policy

Metropolitan Water District Administrative Code Section 8121: General Authority of the General Manager to Enter Contracts

Metropolitan Water District Administrative Code Section 8140: Competitive Procurement

Metropolitan Water District Administrative Code Section 11104: Delegation of Responsibilities

By Minute Item 51353, dated October 9, 2018, the Board appropriated a total of \$290 million for projects identified in the Capital Investment Plan for Fiscal Years 2018/19 and 2019/20.

By Minute Item 51963, dated April 14, 2020 the Board appropriated a total of \$500 million for projects identified in the Capital Investment Plan for Fiscal Years 2020/21 and 2021/22.

California Environmental Quality Act (CEQA)

CEQA determination for Option #1:

The proposed action is categorically exempt under the provisions of CEQA and the State CEQA Guidelines. In particular, the proposed action consists of modifying existing public facilities with negligible or no expansion of existing or former use and no possibility of significantly impacting the physical environment. Accordingly, this proposed action qualifies as a Class 1 Categorical Exemption (Section 15301 of the State CEQA Guidelines).

CEQA determination for Option #2:

None required

Board Options

Option #1

Authorize an agreement with AVI-SPL, Inc. in an amount not-to-exceed \$3.75 million to upgrade the audiovisual systems in the board and committee rooms at Metropolitan's Headquarters Building.

Fiscal Impact: \$5.610 million of capital funds

Business Analysis: This option will enhance the reliability of AV systems in the board and committee rooms at Metropolitan's Headquarters Building.

Option #2

Do not proceed with the project at this time

Fiscal Impact: None

Business Analysis: This option would forego an opportunity to reduce the risk of disruption of AV system components including the board voting system, meeting broadcasting, and recording processes.

Staff Recommendation

Option #1



Charles Eckstrom 6/22/2020
Group Manager, Information Technology Date



Jeffrey Kightlinger 6/23/2020
General Manager Date

Attachment 1 – Financial Statement

Ref# it12670654

Allocated Funds for Boardroom Upgrade Project

	Current Board Action (July 2020)
Labor	
Studies & Investigations	\$ 1,100,000
Final Design	-
Owner Costs (Program mgmt.)	-
Submittals Review & Record Drwgs	-
Construction Inspection & Support	-
Metropolitan Force Construction	-
Materials & Supplies	-
Incidental Expenses	-
Professional/Technical Services	250,000
AVI-SPL Contract	3,750,000
Contracts	-
Remaining Budget	510,000
Total	\$ 5,610,000