



County of San Mateo

Inter-Departmental Correspondence

Department: INFORMATION SERVICES

File #: 19-886

Board Meeting Date: 9/17/2019

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors

From: Jon Walton, Chief Information Officer, Information Services Department

Subject: Agreement with Presentation Products, Inc., dba Spinitar for Support of Audiovisual Systems

RECOMMENDATION:

Adopt a resolution waiving the Request for Proposals (RFP) process and authorizing an agreement with Presentation Products, Inc., dba Spinitar to provide audiovisual support and maintenance services for the Regional Operations Center for the term of November 1, 2019 to October 31, 2020, in an amount not to exceed \$250,000.

BACKGROUND:

The Information Services Department (ISD) provides audiovisual (AV) services across the County, including the design, installation, training and support of equipment and spaces for presentation, automation, conferencing, collaboration, digital signage, touch panels, audio processing, and more.

The Regional Operations Center (ROC) will be ready for occupancy in the fall of 2019. The technology solution in the building includes a complex AV system to support the needs of the tenants (Public Safety Communications, Office of Emergency Services, and Human Resources) and visitors who will be using the common areas. This contract is necessary to support and maintain the components of that AV solution.

DISCUSSION:

The AV solution that was designed for the ROC is unlike traditional presentation environments. Its design includes specialized equipment and redundancies for control and equipment failure. Another unique feature of the solution is the ability to "broadcast" video remotely or locally throughout the facility. Furthermore, it includes the ability to add sources and destinations as necessary without a complete system overhaul.

Spinitar was contracted to implement the AV solution at the ROC. They are the most familiar with the design and installation of the system, and thereby, ISD requests a waiver of the RFP process. Spinitar possesses the specific knowledge and experience to diagnose and troubleshoot system issues to minimize system downtime and is best suited to support and maintain the solution. Opting

to contract solely with Spinitar is cost effective, efficient, and maximizes operability for the County.

County Counsel has reviewed and approved the agreement and resolution as to form.

Approval of this agreement contributes to the Shared Vision 2025 outcome of a Collaborative Community by supporting technology used by County teams that provide public safety and emergency services. This agreement will contribute to the performance measure by helping to ensure resources are available to maintain a high level of customer service.

PERFORMANCE MEASURE:

Measure	FY 2018-19 Actual	FY 2019-20 Target
Percent of Customer Survey Respondents Rating Services as Good or Better	96%	90%

FISCAL IMPACT:

The term of this agreement is from November 1, 2019 to October 31, 2020. The total not exceed amount of the agreement is \$250,000. Costs for this agreement will be reimbursed to ISD from Non-Departmental Services.