



"...meeting community needs...enhancing quality of life."

Information Technology Department
100 N. Appleton Street
Appleton, WI 54911

MEMO

To: Alderperson Siebers and Members of the HR / IT Committee
From: Dean J. Fox, Information Technology Director
Date: 3/4/2020

Re: Request to award Heartland Business Solutions the contract to purchase and implement a new Audio Visual (AV) system for Council Chambers. The amount requested is \$89,937.81 with a 10% contingency for a total of \$100,000.

The CIP budget of \$100,000 includes funding to replace the AV gear including sound, cameras and a hearing loop in Council Chambers.

An RFP went out in late November for an AV system to replace the outdated equipment which has reached end of life and 18 years old.

We received 5 bids from 5 different vendors and the bid from Heartland was within budget and meets all our needs.

I request your consideration and approval of a contract with Heartland Business Solutions as proposed. After considerable review, and multiple follow up questions, it has been determined due to the inclusive nature of the Heartland AV equipment solution, the cost included in the proposal, and the complete software package with it, that the Heartland response is the best solution for the next 10 plus years for the City of Appleton.

If you have any questions regarding this recommendation, please contact Dean Fox.
