



Audio/Video System

for

Mr. Grosz

Council Chamber

APPROVED AS TO FORM
CITY ATTORNEY'S OFFICE



Attorney



Date

- SYSTEM DESIGN & PROPOSAL BY BARRY SHAW -

Confidential - for Client evaluation only - Please do not copy - Sound Pro 2000



October 15, 2000

Proposal: 478500

SOUND PRO.... THE AUDIO/VIDEO SPECIALISTS!

Audio/Video System

Custom Designed

for

Mr. Grosz

Council Chamber

Sound Pro is the Black Hills leading Audio/Video design and installation company. Founded in 1976, our reputation for quality, innovation and professionalism has been carefully built with hundreds of successful installations. Now 24 years later, Audio Video Magazine has honored Sound Pro as North & South Dakota's only winner ever of the Retailer of the Year Award.

Please evaluate this proposal to determine if it meets your needs and budget. Our design flexibility allows us to easily modify this proposal. This plan can be fully implemented at this time or in stages as your needs grow.

Our experience has been that although it's very easy to get into the custom installation business, it's an entirely different matter to really do the job correctly. We have 24 years experience, the finest equipment with full manufacturer support, and South Dakota's best system designers, installers, and service technicians. Sound Pro has a unique combination of all the resources necessary to guarantee your satisfaction from initial consultation to successful completion in your home or business.

Barry Shaw

1709 West Main Street - Rapid City, SD 57702 Ph 605-348-6162 Fax 605-348-2252

Mr. Grosz - Council Chamber

Audio/Video System

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SOUND PRO.... THE AUDIO/VIDEO SPECIALISTS!

SYSTEM DESIGN

Dear Rodelle,

I appreciate the time you've taken to meet with me about the new Audio/Video system for the Council Chamber.

Sound Pro will provide the initial system design, documentation, and consultation services described on the following pages, as well as consult in evaluating any other Audio/Video/Lighting contractor(s) bids for the system installation for \$8750.00, with no additional charges.

Please call me after you've had a chance to go over this proposal and let me know if I'm on the right track. Sound Pro's phone & fax numbers are listed below to call or leave a message, but I'm often out in the field and can be reached at 391-5212. My private fax is 343-2520.

Barry Shaw
Barry Shaw, Sound Pro



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DESIGN & CONSULTATION

Sound Pro will design the appropriate Audio/Video, Lighting, and Control system for the Council Chamber as outlined in this proposal.

The following system design is broken down into multiple sections on the theory that is easier to understand the function and cost of each sub-system individually than the complete system as a whole. It can also be useful if the system must be installed in multiple phases over time.

The completed system design would include a text-based outline of each section of the system, similar to the following pages but with greater detail. Each component recommended would have a detailed description of it's function and features, and be priced individually. Estimated installation time and costs would be included for each section.

In addition to the text-based outline and component schedule, each section of the system would be fully diagramed in Visio 2000 Technical Edition software, including a block diagram/flowchart with complete wiring documentation showing cable type & terminations, ID number, and function. Cabinet/Millwork elevations and specifications would be also provided for the control station.

The combination of the text-based outline, component schedules, and Visio block diagrams/flowcharts would be used for the initial installation, as well as providing complete documentation of the system for the future. The firm completing the installation would need to provide both written documentation of the control system's programming as well as backup copies of the software used. All equipment manuals should be installed in a system binder, with a schedule detailing warranties and the contact phone numbers and addresses for service. The installation firm could provide system training and service based on a long-term maintenance agreement or a time & materials basis.

We would require a minimum of 30 days to prepare a final design. If the design is revised multiple times with multiple approvals at each revision the total design time could easily lengthen to 60-90 days. Depending on the time frame required, we would normally provide an initial proposal with an outline and estimated budget for each section, and continue the detailed design and final budget after initial approval.

70 hr **SOUND PRO - DESIGN & CONSULTATION - PROJECT MANAGEMENT** 8,750.00

System design and documentation time, including audio/video and lighting design. We will coordinate with the architect, interior designer, and the appropriate millwork and electrical subcontractor as needed.

EQUIPMENT & INSTALLATION: \$8,750.00

7,911.52

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VIDEO ROUTING & DISPLAY SYSTEM

The picture quality of any projection system is always a combination of the video source, the switching/routing equipment & cabling, the projector & screen, and the room itself. The source-to-screen chain must be matched carefully, and is only as strong as it's weakest link.

Computer displays would always be displayed on the projectors in true RGB form for the highest output resolution. A Computer-to-Video Scan Converter would be added to output Computer Video for broadcast feeds, VCR recording, and future video conferencing. Video sources, including VCRs, DVD's, document cameras, camcorders, still video cameras, and future video conferencing feeds, would be routed and displayed in composite video or RGB.

The video matrix switching system would be a modular design, maintaining high quality 300 Mgz bandwidth and complete RS-232 control, allowing changes or expansion at any time. A Dais table computer station could be used to provide simple inputs for PC or MacIntosh laptops, and camcorder and still video sources. The station could also provide Category 5 phone and networking outlets.

The video projectors would normally be either LCD or DLP designs with automatic digital scaling to provide full screen presentations from IBM compatible VGA, SVGA, XGA, and SXGA, and MacIntosh computer formats. Video presentation for the Dais would be provided by a projector in the 3rd floor rear-screen projection room for a better picture in higher levels of ambient room light with reduced fan noise and improved aesthetics. Additional projectors or displays would be used for audience video presentations. Two 32" to 35" monitors would be used for coverage of the Staff tables to the side of the Dais. Dual VCRs would be provided for simultaneous playback and recording.

All video sources, including VCRs, DVDs, Document Camera/Visualizers, slide-to-still video converters, camcorders, still video sources, and future video teleconferencing equipment would be selected from the system's Touch Panel. Default preset video configurations would be programmed in the system for ease of use, with clearly labeled screens allowing manual control at any time. The Touch Panel would also provide both automatic and manual control of the existing window drapes and projection screen.

1 ea **SOUND PRO - VIDEO ROUTING & DISPLAY -**

0.00

Video routing and display system as proposed.

EQUIPMENT & INSTALLATION:

\$0.00

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CLOSED CIRCUIT CAMERA SYSTEM

Multiple video cameras would be routed to the video projectors, recording VCR, cue/preview monitors at the control station, broadcast feeds, and a future video conferencing unit.

A freestanding tabletop document camera/visualizer could be also be installed for presenting opaque documents, transparencies, and 3D objects within the system.

The cameras and the motorized pan, tilt, and zoom mounts would be installed and controlled from the Touch Panel. Preset camera positions would be programmed in the system for ease of use, with clearly labeled screens allowing manual control at any time.

1 ea **SOUND PRO - CLOSED CIRCUIT CAMERA SYSTEM -**

0.00

Closed circuit camera system as proposed.

EQUIPMENT & INSTALLATION:

\$0.00

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MICROPHONES & AUDIO SYSTEM

The primary design goal for the Council Chamber audio system is the best possible microphone clarity and speech intelligibility for this room.

The current system leaves all microphones "live" at all times, reducing clarity and picking up unnecessary room noise. I recommend all microphones be "gated" or automatically opened only as needed. Reducing the number of open microphones is the first step to maintain quality and control audio feedback.

Microphones and speakers should normally be "zoned", with microphones routed away and/or attenuated from nearby speakers for feedback control within the room. At the same time, all microphones would be routed through the audio switcher for VCR recording, broadcast feeds and future audio and video teleconferencing outputs regardless of zoning.

Three styles of table microphones could be installed for the Dais in addition to the Podium microphone and optional wireless lavalier microphones. Small surface mounted microphones are very low profile, but are fixed in position and subject to being buried by paper "shufflers". Fixed "gooseneck" mics with flush-mounted jacks similar to the existing models can provide higher performance, but may be more obtrusive. Movable "gooseneck" desktop microphones are very flexible, but take up work space with the cord and base. Sound Pro would provide samples of each type of microphone for evaluation.

All audio sources, including microphones, VCR playback, Computer audio, and future audio and video teleconferencing outputs could be mixed and controlled from the system's Touch Panel. Default preset audio levels would be programmed in the system for ease of use, with clearly labeled screens allowing manual control at any time.

1 ea **SOUND PRO - MICROPHONES & AUDIO SYSTEM -**

0.00

Microphones & audio system as proposed.

EQUIPMENT & INSTALLATION:

\$0.00

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INTEGRATED LIGHTING SYSTEM

Sound Pro will coordinate with a lighting designer, architect, and electrical contractor with the goal of improving the room's lighting for camera and presentation performance while minimizing stray light on the projection screens.

The existing lighting system may be utilized if the revised lighting fixtures are compatible in terms of the number of circuits controlled, the maximum wattage, and type of lighting loads. If the final lighting design is not compatible with the existing system, new Lutron modules can accommodate any type of dimmable electronic and magnetic low voltage, incandescent, and switched fluorescent lighting.

Customized room lighting scenes available from the Touch Panel would normally include Standard Meeting, Video Presentation, Video Conference, Pathway, and All ON for general area use and maintenance. Clearly labeled screens would allow manual control at any time.

1 ea **SOUND PRO - LIGHTING SYSTEM & CONTROL -**

0.00

Lighting system and control as proposed.

EQUIPMENT & INSTALLATION:

\$0.00

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TOUCH PANEL & CONTROL SYSTEM

A Touch Panel based control system is the most effective way to manage complex systems involving video projectors and screens, A/V switching systems and components, A/V conferencing equipment, lighting, and drapes.

Sound Pro would custom program the Touch Panel for the essential controls of the system's specific equipment. All Touchpanel "pages", buttons, and icons would be clearly labeled, without the usual remote control shorthand and abbreviations. Only the buttons needed would used, normally eliminating 3/4ths of the clutter.

More importantly, complicated sequences of controlling various sub-systems and multiple audio/video components can become a single button push of a visual screen icon. Since a Touch Panel is not configured with any set amount or type of fixed or engraved buttons, the programming can be changed at any time over the life of the system as equipment is added or revised.

1 ea **SOUND PRO - TOUCH PANEL & SYSTEM CONTROL -**

0.00

Touch Panel & system control as proposed.

EQUIPMENT & INSTALLATION:

\$0.00

Mr. Grosz - Council Chamber
Audio/Video System

Proposal: 478500

10/16/00

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PROJECT SUMMARY

SYSTEM DESIGN

DESIGN & CONSULTATION \$8,750.00

VIDEO ROUTING & DISPLAY SYSTEM \$0.00

CLOSED CIRCUIT CAMERA SYSTEM \$0.00

MICROPHONES & AUDIO SYSTEM \$0.00

INTEGRATED LIGHTING SYSTEM \$0.00

TOUCH PANEL & CONTROL SYSTEM \$0.00

Installed Equipment: 8,750.00

Misc Labor Charges: 0.00

Estimated Wire, Cabling, and Misc. Parts: 0.00

SOUND PRO'S DISCOUNTED PACKAGE PRICE *Sub Total:* \$8,750.00

Tax: 0.00

Grand Total: \$8,750.00

PROFESSIONAL SERVICE AGREEMENT

between

City of Rapid City and
The Rapid City School District
300 Sixth St.
Rapid City, SD 57701

Barry Shaw
Sound Pro
1709 West Main St
Rapid City, SD 57702

for

Design of Audio/Video System in the Council Chambers at the City/School
Administrative Building as per attached proposal dated October 16, 2000.

Design of system will include:

- Design and Consultation
- Video Routing and Display System
- Close Circuit Camera System
- Microphones and Audio System
- Integrated Lighting System
- Touch Panel and Control System

Total amount not to exceed \$8,750.00

Dated this ____ day of _____ 2000.

Jim Shaw, Mayor City of Rapid City

Barry Shaw, Sound Pro

Jim Preston, Finance Officer

Peter Wharton, School Superintendent

Dan Dryden, Business Manager