



**Interoffice Memorandum**

July 6, 2023

TO: Mayor Jerry L. Demings  
-AND-  
County Commissioners

FROM:  Carrie Mathes, CFCM, NIGP-CPP, CPPO, C.P.M., Manager II, Procurement Division

CONTACT: Glenn Kramer, Manager, Utilities Department, Fiscal and Operational Support Division  
407-254-9882

SUBJECT: Approval of Purchase Order M111588, Upgrade Audio Visual Equipment for Utilities Administration Building First Floor Public Conference Room

ACTION REQUESTED:

Approval of Purchase Order M111588, Upgrade Audio Visual Equipment for Utilities Administration Building First Floor Public Conference Room, with The Integration Factory Inc., in the amount of \$145,260.66.

PROCUREMENT:

This purchase order procures a new presentation/video conferencing system in the first-floor public conference room. The existing projector was installed in March of 2014. Much of the existing infrastructure (sound system, mics, speakers, controller) is original from the building construction in 2005.

FUNDING:

Funding is available in account number 4420-038-1499-09-6438.

APPROVALS:

The Utilities Department concurs with this recommendation.

REMARKS:

The system will utilize the Barco Clickshare Conference device that will allow for sharing content locally or conducting a video conference with a bring your own device scenario. The design includes a large three-by-three Samsung video wall for the main display (approximately 165" diagonal). This can be viewed as one large image, or nine individuals, or two by two plus five individuals. This video wall will require three separate electrical circuits to be installed by others. There will be a 55" monitor on the side wall and one 85" display adjacent to the three-by-three video wall, plus a spare video wall monitor.

Three quotes were obtained in response to the Request for Quotations and were evaluated for responsiveness, responsibility, and price reasonableness. The Integrated Factory, Inc., has a reputable association with Brevard County Schools. Quote pricing is based on their existing contract Invitation to Bid# 20-415-B-SH Intercom & Sound System Products & Related Services. Therefore, they are determined to be responsible. Based on technical evaluation, The Integration Factory, Inc. is recommended for award.

The quote tabulation is as follows:

Vendor	Quote Total
The Integration Factory Inc.	\$145,260.66
AVI-SPL	\$151,809.17
Graybar Electric Co Inc.	\$183,336.51