



MEMORANDUM

To: Administration/Public Works Committee Members

From: Julian M.D. Jacquin, Economic Development Manager

Date: January 8, 2019

Re: Audio/Visual Enhancements at City Hall Update

At its meeting on November 26, 2018, the City Council approved Bill #2411, authorizing the execution of a purchase order with Tech Electronics, Inc. for the purchase, delivery and installation of audio/visual equipment for the Wildwood Municipal Building. The scope of work includes the labor, material and professional services to install new equipment in the Council Chambers and Community Room, as follows:

Council Chambers:

- Two (2) 55" display monitors on the east/west walls with large swing arm mounts to mirror presentation content shown on primary projector and smaller monitors around the dais.

Community Room:

- One (1) PTZ camera and wall mount to live stream meetings from the Community Room;
- Two (2) hanging ceiling microphones to capture audio for use in the live stream of meetings;
- One (1) LCD projector to permanently hang from the center of the ceiling;
- One (1) motorized 69" x 110" Da-Lite drop screen to display content from the projector; and,
- Six (6) 4" speakers to play audio from presentations being shown on the projector.

I met with representatives of Tech Electronics on Wednesday, January 2, and Friday, January 4, and was informed that their team will begin work installing all equipment on Monday, January 7. Their team plans to conduct all work during regular business hours (7 am – 5 pm) and should not interfere with evening meetings. The full scope of work should take 1-2 weeks to complete.

I will be available for any comments or questions at the January 8, 2019 Meeting of the Administration/Public Works Committee.

JMDJ