



## Legislation Text

---

**File #:** 17-538, **Version:** 1

---

**TO:** Jeff Smith, Chairman, Board of Supervisors

**FROM:** Brian L. Martin, Sheriff/Coroner/ OES Director  
Shane French, Director of Information Technology

**DATE:** June 20, 2017

**SUBJECT:** (a) Approve the Purchase of Video Conferencing Equipment from Conferencing Advisors, Inc. in the amount of \$25,426; and authorize the Sheriff to issue a purchase order; and (b) Approve the Purchase of Video Conferencing Equipment from Conferencing Advisors, Inc. in the amount of \$3,668; and authorize the Director of Information Technology to issue a purchase order

**EXECUTIVE SUMMARY** On March 21, 2016, Shane French, Director of Information Technology, issued an RFP for the purchase and installation of a video conferencing system for the County. Several proposals were received and a Consultant Selection Board consisting of Shane French, Undersheriff Chris Macedo, DSS Deputy Director Jennifer Fitts, Chief Probation Officer Rob Howe and Jack Long, a member of the public, each reviewed the proposals and set up demonstrations from two of the vendors. Once a vendor was selected, a bid was requested. This bid came in at over \$300,000 which was cost prohibitive.

Staff then requested a demonstration for the video conferencing system used by State OES. This system is known as Blue Jeans. Demonstrations were held, and upon consensus of the various departments, three bids were received for Blue Jeans with the low bidder being Conferencing Advisors, Inc.

At this time, the Sheriff's Department requests approval for the purchase of seven (7) units at a cost of \$25,426 through Conferencing Advisors, Inc. Additional units will be purchased in the future and we ask your Board to authorize this item as a County approved video conferencing system. Grant funding is available for this purchase and has been approved through the FY15 Homeland Security grant program.

The Information Technology Department also requests approval for the purchase of one (1) unit at a cost of \$3,668, with additional units to be purchased by other departments. Funding for this purchase is included in the IT Budget 1904/38.00.

**Sheriff's Department**

**FISCAL IMPACT:** \_\_\_ None x Budgeted \_\_\_ Non-Budgeted

Estimated Cost: 30,000

Amount Budgeted: 30,000

Additional Requested: N/A at this time

Annual Cost (if planned for future years): \$599 per Annual license and \$599 per

Host Annual license

**Information Technology**

**FISCAL IMPACT:** \_\_\_ None x Budgeted \_\_\_ Non-Budgeted

Estimated Cost: 3,700

Amount Budgeted: 3,700

Additional Requested: N/A at this time

Annual Cost (if planned for future years): \$599 per Annual license and \$599 per

Host Annual license

**FISCAL IMPACT (Narrative):** Funds are budgeted in the Sheriff/OES budget 2704/38.00 and there is no cost to the County general fund. Annual costs for this equipment will be paid with OES funds as well. Funds are also budgeted in the Information Technology budget 1904/38.00.

**STAFFING IMPACT (if applicable):** N/A

**RECOMMENDED ACTION:** (a) Approve the Purchase of Video Conferencing Equipment from Conferencing Advisors, Inc. in the amount of \$25,426; and authorize the Sheriff to issue a purchase order; and (b) Approve the Purchase of Video Conferencing Equipment from Conferencing Advisors, Inc. in the amount of \$3,668; and authorize the Director of Information Technology to issue a purchase order.