



# County of Monterey

Board of Supervisors  
Chambers  
168 W. Alisal St., 1st Floor  
Salinas, CA 93901

## Board Report

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**File #:** A 19-387, **Version:** 1

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Authorize the Director of the Information Technology Department to execute Amendment No. 1 with Audio Fidelity Communications Company dba Whitlock, to provide video conferencing systems design and implementation services, extending the term for a two (2) year period for a revised agreement term of January 1, 2019 through December 31, 2024; and adding an additional \$100,000 for a revised agreement total of \$150,000.

**RECOMMENDATION:**

It is recommended that the Board of Supervisors:

Authorize the Director of the Information Technology Department to execute Amendment No. 1 with Audio Fidelity Communications Company dba Whitlock, to provide video conferencing systems design and implementation services, extending the term for a two (2) year period for a revised agreement term of January 1, 2019 through December 31, 2024; and adding an additional \$100,000 for a revised agreement total of \$150,000.

**SUMMARY/DISCUSSION:**

The County entered into a County Standard Agreement with Audio Fidelity Communications dba Whitlock in January of 2019 to provide video conferencing systems design and implementation services for the County's video conferencing system, Board of Supervisors audio-visual (AV) and broadcasting system upgrade project, and other associated AV and video conferencing projects. The County chose Whitlock after an informal bidding process sent to several vendors. Only Whitlock proposed a design solution that satisfied the County's requirements.

Area wise, Monterey County is one of the largest counties in the State of California, with about 3,771 square miles. The need for a solution to allow for virtual face to face meetings between Department Heads, business leaders, and project stakeholders is greater than ever. The goal of ITD's video conferencing project is to allow for greater collaboration and participation while relieving County staff from productive time lost traveling to and from meetings at various distributed County office locations.

Video conferencing systems are inherently complex. ITD has standardized on Zoom meeting solution, Polycom and Zoom room systems. Whitlock is a video collaboration company that provides strategy, management, technologies, and support to the world's largest and most innovative businesses. Whitlock's solution integrates into the County's video conferencing architecture and continues to provide a high level of success.

ITD proposes to extend the term of the agreement and increase the amount from the original \$50,000 to \$150,000, to allow Whitlock to complete the audio/visual project at the Schilling building and the remaining County building locations.

**OTHER AGENCY INVOLVEMENT:**

The Office of the County Counsel-Risk Management and the Auditor-Controller's Office have reviewed and approved the proposed Amendment No. 1 as to form and legality and insurance and indemnification provisions, and fiscal provisions, respectively.

FINANCING:

The funds for this amendment are included in the FY2019-20 Adopted Budget for the Information Technology Department, Budget Unit 8436, Appropriations Unit INF002. Future year costs will be included in all respective future budget submittals.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

The need for a video conferencing solution to allow for virtual face to face meetings between Department Heads, business leaders, and project stakeholders is greater than ever. The goal of ITD's video conferencing project is to allow for greater collaboration and participation while relieving County staff from productive time lost in traveling to and from meetings at various distributed County office locations.

- ☐ Economic Development
- ☒ Administration
- ☐ Health & Human Services
- ☒ Infrastructure
- ☐ Public Safety

Prepared by: Lynnette Beardsall, Management Analyst II, 759-6938

Approved by:

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Date: \_\_\_\_\_  
Eric A. Chatham, Director of Information Technology, 759-6920

Attachments on file with Clerk of the Board:; Amendment No. 1; Agreement