

**City of Darien**  
**Minutes of the Administrative/Finance Committee**  
**May 7, 2018**

The Meeting was called to order by Chairman/Alderman Ted Schauer at 6:00 pm. Committee members Aldermen Kenny and Chlystek were present. City Administrator Bryon Vana was also present.

**A proposal from Sunrise Communications in an amount not to exceed \$40,709 for the labor and materials for the replacement of the broadcast system in the media room and the Council Room cameras.**

Staff advised that the FYE 19 budget includes \$45,000 to upgrade the media room and replace the cameras in the City Hall council chambers. The current equipment has reached its useful life, is archaic, and at times, falters. The upgrade will provide a more reliable system since the current switcher is old and no longer supported. Additionally, the cameras are approximately 15 years old and are in need of replacement. The current cameras are analog and would not be compatible with the new equipment that will be digital. Sunrise Communications solicited 3 quotes on behalf of the City for the main equipment. AVI Systems is the recommended vendor that supplied the lowest, *complete* quote. The breakdown of the remaining costs for this project are included below.

Main Equipment*	\$24,994.00
Network Communication System (network switch, cables)	3,000.00
2 year warranty – TriCaster 410	2,295.00
Material Contingency	3,000.00
Labor	6,020.00
Contingency Labor	1,400.00
Total	\$40,709.00

The committee unanimously recommended approval a motion approving a proposal from Sunrise Communications in an amount not to exceed \$40,709 for the labor and materials for the replacement of the broadcast system in the media room and the Council Room cameras.

**Minutes – March 5, 2018**

The minutes were approved.

**Adjournment** - The meeting adjourned at 6:40.

Approved:

Ted Schauer, Chairman \_\_\_\_\_

Joseph Kenny, Member \_\_\_\_\_

Thomas Chlystek, Member \_\_\_\_\_