

SPECIAL COUNCIL MEETING
CITY OF CROSSLAKE
TUESDAY, JANUARY 28, 2020
8:30 A.M. – CITY HALL

Pursuant to due notice and call, the City Council will hold a Special Meeting at City Hall on Tuesday, January 28, 2020 at 8:30 A.M. for the purpose of reviewing and approving change orders to the city administration/police department building project.

Charlene Nelson
City Clerk

<u>CROSSLAKE CITY HALL</u>					
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Low Voltage Requests: HD Surveillance System and Access Control for 13 Additional Doors.

Audio/Video System for Council Board Room					
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LABOR							
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	hrs - Project Manager		\$68.00	=	\$0.00		
	hrs - Supervision		\$58.00	=	\$0.00		
	hrs - Cement Mason		\$46.50	=	\$0.00		
	hrs - Blocklayer		\$48.00	=	\$0.00		
	hrs - Carpenter		\$45.00	=	\$0.00		
	hrs - Gypsum Hang/Tape		\$45.00	=	\$0.00		
	hrs - Painting		\$45.00	=	\$0.00		
	hrs - Laborer		\$35.00	=	\$0.00		

Subtotal		\$0.00
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SUBCONTRACT LABOR						
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	Subcontractor (Jim's Electric - HD Surveillance)		\$15,050.00	
	Subcontractor (Jim's Electric - Access Control)		\$15,175.00	
	Subcontractor (Jim's Electric - Paging System Credit		(\$4,730.00)	
	Subcontractor (Digital Horizons - AV System for Board R		\$44,567.08	
	Bid Allowance for AV & Security		<u>(\$20,000.00)</u>	
			\$50,062.08	
		10% Contractor Fee	\$5,006.21	
		Subtotal		\$55,068.29
		Sourcewell / Gordian Fees - 7.5%		\$4,130.12
		Total Labor and Subcontracts		\$59,198.41

MATERIALS						
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	Materials ()			\$0.00		
	Materials ()			\$0.00		
	Materials ()			\$0.00		
	Materials ()			\$0.00		
	Materials ()			\$0.00		
				\$0.00		
			Total Materials	\$0.00		
			10% Contractor Fee	\$0.00		
				Total Materials		\$0.00
			TOTAL "NOT TO EXCEED" PRICE			\$59,198.41

EXTENSION OF TIME: 0 DAYS					
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Digital Horizons, LLC
phone: 218-330-4140
e-mail: chris@digitalhorizonsmn.com
web: www.digitalhorizonsmn.com
office: 1924 S. 10th Street
Brainerd, MN 56401



**Proposal:
Crosslake City Hall - Board
Room System**

Prepared for:
Jason Stawarski

Prepared by:
Chris Schucker
on
12/6/2019

About Digital Horizons, LLC:

Digital Horizons, LLC was founded in May of 2013 in Brainerd, Minnesota with the goal of providing a superior audio & video experience for its clients. Being a locally owned and operated business, our customers and their opinion of us is vital to our success. Listening to our clients and meeting their needs is why our business thrives based almost entirely on referrals.

The company's owners, Chris Schucker and Scott Johannes, met in 2005 and over the years of working together developed a great synergy and decided to branch out and represent themselves and founded Digital Horizons. Combined the two have over 20 years of experience in the industry and thoroughly enjoy the everyday challenges that arise within the dynamic industry that is custom audio & video installation.

Our Mission:

We believe in old school values and are proud to continue these traditions where businesses are honest in their practices and deliver high quality, reliable products and make them available for a fair price. Our company mission is to provide high quality and easy to use audio & video systems. We strive to be available to our clients at all times, (before and after the installation), and to make decisions and recommendations with the best interest of our clients in mind. We do not strive to make the most money (at the expense of poor customer service) or be the largest company (bigger is not always better in our book), but rather strive to build a strong resilient company that focuses on a quality experience for its customers.

Goals and Objectives:

Here is the quote you requested.

Statement of Work:

Recommendations:

Please contact me if I can be of further assistance.

Included with every Purchase from Digital Horizons, LLC:

All work performed by Digital Horizons will carry a 1 year labor warranty. Our 1 year warranty covers workmanship deemed to be defective under normal conditions of use. Any warranty on products is that of what is provided by the individual manufacturer. Labor costs to replace products covered under the manufacturer's warranty beyond our 1 year labor warranty is the responsibility of the end user.

If an issue arises with a product or service provided by Digital Horizons the end user should contact Digital Horizons *as soon as possible* at 218-330-4140 or by e-mail at info@digitalhorizonsmn.com for a resolution. A representative of Digital Horizons will, in good faith, determine the issue at hand and discuss options with the end user.



Date	12/06/19
Proposal #	DHZQ2149

Qty	Mfg	Description	Price (ea)	Price (total)
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An audio system will be installed that is comprised of (11) 18" gooseneck microphones (10 seating positions and 1 for the podium) (6) wall / ceiling mounted speakers (each speaker covers a large area - they will be installed in a staggered fashion pointed away from the dais), and a digital signal processor to handle all of the audio signal routing, mixing, equalizing, and feedback detection and elimination. A dedicated amplifier will power the speakers. The digital signal processor will also have a telephone interface AND USB connection for routing in remote users via a telephone call or Skype from a computer (we are planning on including connectivity for remote phone access - USB connectivity would require additional parts and installation time). There will be no 'active' operation of the audio system - when the equipment rack is 'powered up' the audio system will be automatic - no levels will need to be adjusted. As long as proper microphone usage is observed, the system will function without staff intervention or operation.

A video system will be installed that is comprised of (2) 85" displays in the front of the room, (3) board room cameras, a remote HDMI connection at the podium, a document camera with an HDMI output, a remote HDMI connection for the Administrators computer, an HDMI audio & video recorder, and an A/V matrix switch to route all of the signals as necessary. Operation of the video system will be handled by a staff member through a custom programmed 7" touchpanel. From their dedicated seating position (TBD), they will select which content to show on the televisions, and which content goes to the audio/video recorder. The touchpanel will be programmed in such a way that it all functions of the system are simple and intuitive to operate for someone with little or no experience running the meeting - it will handle all startup and shut down procedures with minimal interaction. The user will be able to select between three different camera views, document camera, adminisator computer, or podium HDMI connection. There will be a separate 24" monitor for displaying the content to be recorded.

Unless the operator has a dedicated computer, the USB recorder will be located near the administrators PC and the software to start/stop a meeting recording will be run on the administrators computer. Once the recording is completed they will have a file that they can transfer to a USB stick or to a local file system for distribution and backup.

All equipment will be installed into a dedicated equipment rack. All connections into and between the components in the equipment rack will be neatly harnessed and routed and labeled for simple service additions and service. Wiring and devices will be labeled for their use and function. All components will be connected to surge protection and the audio amplifier will be connected to a delayed power on/off outlet to ensure proper power sequencing.

Digital Horizons will pull all wiring between the equipment rack and the devices location - we are assuming the necessary conduits for doing so will be in place prior to our installation time.

There are a number of questions and items that, if clarified, may affect the total of this proposal. Direct conversations with the end-user will help narrow down needs and likely reduce the cost of the install.

BOARD ROOM

1	Client provided	Client provided equipment - Phone service for conference	\$0.00	\$0.00
1	Client provided	Client provided equipment - Phone line to A/V rack	\$0.00	\$0.00
1	Client provided	Client provided equipment - Administrator PC for video signal (with 2nd monitor output)	\$0.00	\$0.00
2	Sony	85" 4K LCD TV (XBR85X850G)	\$2,161.16	\$4,322.32
3	Vaddio	ZoomSHOT 30 QUSB Camera System	\$2,615.00	\$7,845.00
1	ClearOne	12x8 digital mixer / DSP with telephone and USB audio interface	\$3,147.26	\$3,147.26
1	Kramer	8-input presentation Matrix switch w/ dual scalers (seamless video cuts)	\$4,076.25	\$4,076.25
1	RTI	Advanced control system processor	\$1,461.25	\$1,461.25
1	RTI	7" Touch screen controller	\$749.99	\$749.99
1	Elmo	Document camera (HDMI output)	\$672.50	\$672.50
1	Kramer	1x2 HDMI HDBaseT distribution amplifier	\$666.25	\$666.25
3	ElectroVoice	Two-way 6" surface mount speaker (pair, white, with transformer)	\$513.08	\$1,539.24
1	Epiphan	USB VGA/DVI/HDMI Video Capture device	\$499.00	\$499.00
1	JBL	120w 70v amplifier	\$396.00	\$396.00
1	Kramer	HDMI audio embedder	\$430.00	\$430.00
11	Shure	18" cardioid gooseneck mic with shock mount	\$206.25	\$2,268.75
1	Arakis Networks	16-port Unmanaged+ Gigabit Switch with Rear Ports (v1)	\$176.56	\$176.56
2	Kramer	HDMI HDBaseT Twisted pair transmitter	\$213.75	\$427.50
2	Binary Media Distribution	4K Ultra HD HDBaseT Extender with bi-directional IR - 230 ft	\$271.68	\$543.36
2	Kramer	HDMI HDBaseT twisted pair receiver	\$213.75	\$427.50
2	Strong Mounts	Universal Articulating Mount With Dual Arms for Large 37-80 in. Displays	\$217.33	\$434.66
1	Digital Horizons	24" DisplayPort Computer Monitor	\$166.24	\$166.24
1	WattBox Power	12-Outlet Sequencing Power Conditioner with Face Plate Display Kit	\$325.95	\$325.95
1	Digital Horizons	12 outlet vertical power strip	\$43.75	\$43.75
1	Strong Racks	21U Floor Standing Rack with Fine Floor Casters (24 in. Deep)	\$271.68	\$271.68
1	Strong Racks	Rack Side Panels 21U (24 in. Deep Pair)	\$135.80	\$135.80
1	Strong Racks	Rack Door 21U - Solid	\$108.63	\$108.63

1	Strong Racks	Fixed Rack Shelf 1U	\$32.54	\$32.54
2	Strong Racks	Blank Rack Panel 3U	\$9.44	\$18.88
2	Strong Racks	Rack Blank Panel 2U	\$8.09	\$16.18
3	Strong Racks	Rack Blank Panel 1U	\$5.36	\$16.08
5	Digital Horizons	Custom network patch cable - 3ft	\$7.00	\$35.00
14	Binary Cables	High Speed HDMI Cables with Ethernet - 1.5M	\$21.64	\$302.96
1	Ubiquiti	48V PoE injector	\$16.00	\$16.00
1	Digital Horizons	6' DisplayPort cable	\$16.00	\$16.00
200	Digital Horizons	Audio wire (18/2 Plenum) - by the foot	\$0.24	\$48.00
900	Digital Horizons	Audio wire (18/2S Plenum) - by the foot	\$0.30	\$270.00
400	Digital Horizons	Cat6 wire (plenum) - by the foot	\$0.60	\$240.00
900	Digital Horizons	Cat6 wire (shielded/plenum) - by the foot	\$1.40	\$1,260.00
1	Digital Horizons	Digital Horizons product installation	\$9,000.00	\$9,000.00
1	Digital Horizons	Digital Horizons control system programming	\$1,760.00	\$1,760.00
1	Digital Horizons	Misc. parts & materials	\$400.00	\$400.00
SubTotal				\$44,567.08

Sub Total	\$44,567.08
Sales Tax	\$0.00
Total	\$44,567.08

Accepted by: _____ Date: _____ PO: _____

All information contained within this document is valid for the next 30 days. Thereafter, all prices and applicable charges are subject to change.

Contract for Services Rendered

This is a contract entered into by **Digital Horizons, LLC** (hereinafter referred to as "the Provider") and **Jim's Electric** (hereinafter referred to as "the Client") on this date, **12/6/2019**.

The Client hereby engages the Provider to provide services described herein under "Scope and Manner of Services." The Provider hereby agrees to provide the Client with such services in exchange for consideration described herein under "Payment for Services Rendered."

Scope and Manner of Services

Services To Be Rendered By Provider: Proposal **DHZQ2149**

Payment Schedule

30% Acceptance / **40%** Equipment Ordering / **30%** Final

- A deposit of **30%** is due upon acceptance
- Products must be paid for in full prior to delivery and installation
- Final balance, typically **30%**, to be due upon final invoice

Payment for Services Rendered

The Client shall pay the Provider for services rendered according to the Payment Schedule, within **30** calendar days of the date on any invoice for services rendered from the Provider.

Should the Client fail to pay the Provider the full amount specified in any invoice within **30** calendar days of the invoice's date, an interest rate of **1** percent per month shall accrue.

Applicable Law

This contract shall be governed by the laws of the County and State where work is to be performed and any applicable Federal law.

Signatures

In witness of their agreement to the terms above, the parties or their authorized agents hereby affix their signatures:

(Printed Name of Client or agent)

(Printed Name of Provider or agent)

(Signature of Client or agent) (Date)

(Signature of Provider or agent) (Date)