

Meeting Date: 10-14-14
Agenda Item: **3.8**
Unclassified Manager: S. Tikekar
Extension: 2424
Director(s): All

BOARD AGENDA MEMO

SUBJECT: Resolution Providing for the Notice of Time and Place of the Public Hearing on the Engineer's Report for the Boardroom Audiovisual Modernization Project, Project No. 60101011 (San Jose)

RECOMMENDATION:

Adopt the Resolution (Attachment 3) Providing for the Notice of Time and Place of the Public Hearing on the Engineer's Report (Attachment 1) for the Boardroom Audiovisual Modernization Project for 6:00 p.m. on October 28, 2014, at the Santa Clara Valley Water District, Boardroom, at 5700 Almaden Expressway, San Jose, California 95118.

The Board's approval of the recommendation to adopt the Resolution and set the time and place for the public hearing will allow the Boardroom Audiovisual Modernization Project to proceed. If the Board does not approve this recommendation, staff requests Board direction regarding further action for the Project.

SUMMARY:

The objectives of the Boardroom Audiovisual Modernization Project are to implement a new audiovisual system for the boardroom, its conference rooms and integrate an electronic voting (e-voting) system.

This Project will:

- a. Improve the Board-meeting viewer's experience by incorporating state-of-the art AV equipment in the delivery of broadcast services.
- b. Create a reliable, media-friendly boardroom that will facilitate AV presentations for various meetings including the District's board meetings, and those of civic groups.
- c. Create high quality and high definition state-of-the-art digital AV system to facilitate and document District meetings, voting records, and presentations, and which can be made available via cablecast, broadcast, or the internet, either in simulcast or for subsequent distribution.
- d. Create a high quality, user-friendly AV system with enhanced capabilities for person(s) with disabilities.

SUBJECT: Resolution Providing for the Notice of Time and Place of the Public Hearing on the Engineer's Report for the Boardroom Audiovisual Modernization Project, Project No. 60101011 (San Jose)

10-14-2014

BACKGROUND:

The Boardroom's audiovisual system was designed in 1997 and built in 2000. In addition to the board's own public meetings, the existing system is used for the District's many internal divisional, unit, and group meetings, and frequently for other general district and community events of a business, educational, outreach, or celebratory nature.

The existing legacy analog-based audiovisual system, uses technology designed over 17 years ago and does not provide for enhanced features of an e-voting and high resolution multi-screen viewing, archiving, editing, casting and streaming of digital audio and video signals.

This system is not capable of integrating a sophisticated digital e-voting system and related features, nor does it have enough capacity or compatibility to provide for additional multi-signal switching of wired and wireless digital devices that can accommodate multi-scenario featured meetings.

The existing system requires dedicated staff resources to insure basic operation during board meetings. The reliability of this aged system is unpredictable and on many occasions has experienced audiovisual devices and power-related deficiencies and failures.

Because of the new features requirements, technology limitations and exiting issues, the Project scope will completely overhaul the AV system and provide for a modern electronic voting system.

ENGINEER'S REPORT

Section 12 of the District Act requires the Board to conduct a public hearing to hear testimony on a project when: 1) the project is new construction and 2) the project is funded by a single or joint zone of benefit. As the proposed Project meets both conditions, staff prepared an Engineer's Report titled "Boardroom Audiovisual Modernization Project Engineer's Report" dated June 2, 2014, (Attachment 1) for the purpose of public disclosure. The Notice of Public Hearing for the Engineer's report is provided in Attachment 2.

FINANCIAL IMPACT:

The estimated total planning, design, construction and District labor costs for the Project are approximately \$750,000 to \$940,000 (FY 2015 dollars). A budget adjustment will be recommended to the Board later this fiscal year to provide the funds needed for planned Project construction work.

CEQA:

Recommendation: The recommended action does not constitute a project under CEQA because it does not have a potential for resulting in direct or reasonably foreseeable indirect physical change in the environment.

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ATTACHMENTS:

1. Boardroom Audiovisual Modernization Project Engineer's Report.
2. Notice of Public Hearing
3. Resolution to Set a Public Hearing
4. Project Delivery Process Schematic

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Boardroom Audiovisual System
Modernization Project

Engineering Report

June 2nd, 2014

Information Technology Unit
(ITU)



Boardroom Audiovisual System Modernization Project

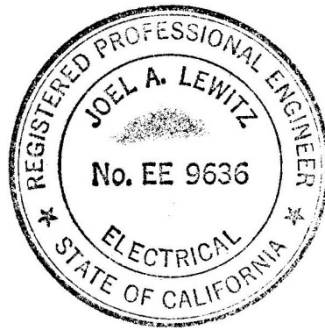
PROJECT NO. 60101011

ENGINEERING REPORT

Prepared by:

George Kamenjati, Office Automation Administrator

The information presented in the Engineering Report is consistent with the design plans that have been prepared under the direct supervision of the undersigned, who hereby certifies that he (she) is a Licensed Electrical Engineer in the State of California.



Information Technology Services Division

Frank Fung
Information Technology Unit Manager

Sudhanshu Tikekar
Deputy Administrative Officer

Jesus Nava
Chief Administrative Officer

Beau Goldie
Chief Executive Officer

1. PROJECT BACKGROUND AND DESCRIPTION

The Boardroom's audiovisual system was designed in 1997 and built in 2000 to provide that era's state of the art technology platform for the district's board to communicate with the community it serves. In addition to the board's own public meetings, the existing system is used for the District's internal divisional, unit, and group meetings and for other general district and community events of a business, educational, outreach, or celebratory nature.

The existing analog-based boardroom audiovisual system, uses technology designed over 17 years ago and does not provide for enhanced features of an E-Voting and high resolution multi-screen viewing, archiving, editing, broadcasting, and streaming of digital audio and video signals.

Although the catalyst for this upgrade Project is to provide an integrated E-Voting system and Hi-Def audio and video signals, the system itself has been exhibiting technical and reliability issues not easily supported by the industry as many of its components including its programming are no longer provided for by the mainstream-market's new standards.

The existing system is not capable of integrating a sophisticated digital E-Voting system and its related features, nor does it have enough capacity or compatibility to provide for additional multi-signal switching of wired and wireless digital devices that can accommodate multi-scenario featured meetings.

The existing system requires dedicated staff resources to insure basic operation during board meetings. The reliability of this aged system is unpredictable and on many occasions has experienced audiovisual devices and power-related deficiencies and failures.

Because of the new features which can't be integrated in the existing system and due to the previously presented issues of reliability, supportability and limitations, it was decided to provide the needed technology by planning a comprehensive system upgrade.

The upgrade Project objectives were established by staff, and used to design a new audiovisual system for the boardroom and conference rooms.

This Project will:

- a. Improve the Board-meeting viewer's experience by incorporating state-of-the art AV equipment in the delivery of broadcast services.
- b. Create a reliable media-friendly boardroom that will facilitate AV presentations for various meetings including the District's board meetings, and civic groups.
- c. Create high quality and high definition state-of-the-art digital AV system to facilitate and document District meetings, voting records, and presentations, and which can be made available via cablecast, broadcast, or the internet either in simulcast or for later distribution.
- d. Create a high quality, user-friendly AV system with enhanced capabilities for person(s) with disabilities.

2. EXECUTIVE LIMITATIONS COMPLIANCE

Implementation of the Boardroom audiovisual system upgrade project supports Board Policy EL-6 “The BAOs shall protect and adequately maintain corporate assets.”

3. ZONE BENEFITS

The proposed Project would be funded from the district's general fund. It would provide a modern audiovisual system that includes an electronic voting system and would benefit both Zones W2 (North County) and W-5 (South County).

4. PROJECT RIGHT-OF-WAY

The District's Boardroom audiovisual system is located on a District-owned facility. All work will be performed within this area. No additional right of way or land will be acquired.

5. PROJECT COST

The cost of the Project is estimated to be \$750,000 to \$940,000 (FY 2015 dollars); and the proposed Project would be funded by the district's general fund.

6. PICTURES & MAP

Pictures and a Map respectively of existing audiovisual equipment and Project location can be found in the next pages of this Report.



Picture 1- Board Dais audience view



Picture 2- Board Dais side view



Picture 3- Main Camera mounting.



Picture 4- Audiovisual Rack Cabling

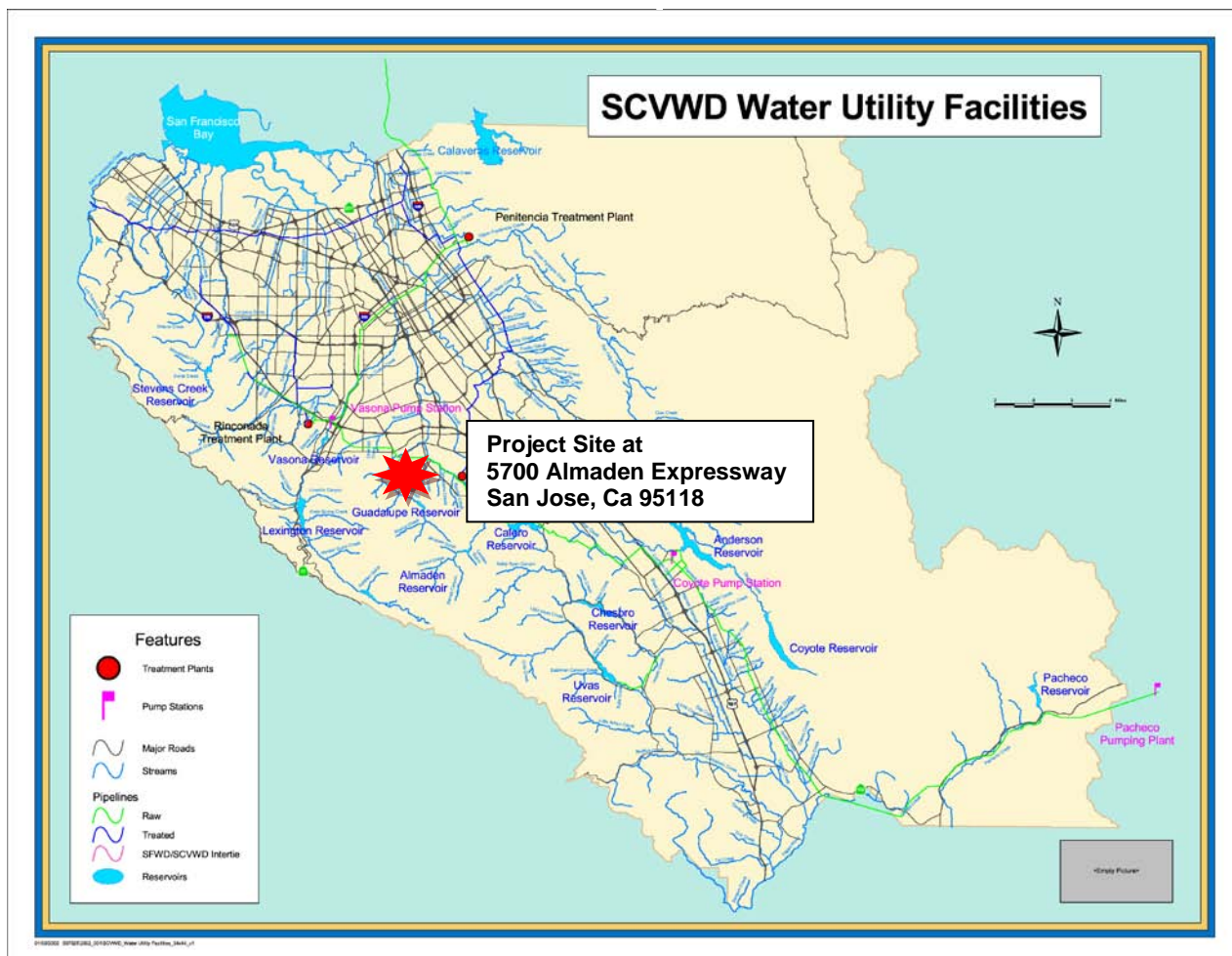


Picture 5- Audiovisual Rack Devices



Picture 6- Audiovisual System operation desk

LOCATION MAP



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Public hearing notice

- Topic:** Boardroom Audiovisual Modernization Project
- Who:** Santa Clara Valley Water District
- What:** Public hearing on the Engineer's Report
- When:** October 28, 2014;
Item is time certain at 6:00 P.M.
- Place:** Santa Clara Valley Water District; Boardroom
5700 Almaden Expressway, San Jose, Ca 95118
- Why:** The proposed work of improvement is described in the Boardroom Audiovisual Modernization Project Engineer's Report. The Report is on file at the Clerk of the Board of Directors, 5700 Almaden Expressway, San Jose, California and on Valley Water's website:
<http://www.valleywater.org/PublicReviewDocuments.aspx>

The objective of the Boardroom Audiovisual Modernization Project is to upgrade the existing audiovisual system to allow for an electronic voting system that integrates with a reliable, modern, and digitally-based new framework.

At the time and place fixed for the public hearing, the Board of Directors will receive comments on the Engineer's Report for the Project. After considering the comments, the Board will decide whether or not to proceed with the Project.

For more information about this hearing or this Project, contact Project Manager, **George Kamenjati at (408) 265-2607, ext. 2493.**

Reasonable efforts will be made to accommodate persons with disabilities wishing to attend this public hearing. For additional information on attending this hearing including requesting accommodations for disabilities or interpreter assistance, please contact the **Office of the Clerk of the Board at (408) 265-2607, ext. 2277**, at least three business days prior to the hearing.

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**BOARD OF DIRECTORS
SANTA CLARA VALLEY WATER DISTRICT**

RESOLUTION NO. 14-

**PROVIDING FOR THE NOTICE OF TIME AND PLACE OF THE
PUBLIC HEARING ON THE ENGINEER'S REPORT FOR THE
BOARDROOM AUDIOVISUAL MODERNIZATION PROJECT**

WHEREAS, the Santa Clara Valley Water District has been duly and regularly established and exists pursuant to the provisions of the Santa Clara Valley Water District Act; and

WHEREAS, the District has proceeded with feasibility and alternatives analysis for the Project objectives to be attained, and has documented the alternatives analysis and decision criteria and comparisons in a Planning Study Report prepared by the District's Information Technology Staff and dated June 2, 2014; and

WHEREAS, on the 14th day of October 2014, the Engineer's Report for the Proposed Project prepared by the Santa Clara Valley Water District's Information Technology Staff, titled "Boardroom Audiovisual Modernization" and dated June 2, 2014, was made available to the Board of Directors, showing:

1. A general description of the proposed Project;
2. A general description and maps showing the location of the proposed Project; and
3. An estimate of the cost of the proposed Project and means of financing these costs.

WHEREAS, Section 12 of the District Act requires the Board to conduct a public hearing to hear testimony on a project when: (1) the project is new construction and (2) the project is funded by single or joint zones of benefits.

NOW, THEREFORE, be it resolved by the Board of Directors of the Santa Clara Valley Water District as follows:

SECTION 1

- a. That the 28th day of October 2014 at 6:00 p.m. in the Santa Clara Valley Water District Boardroom, be fixed as the time and place for a public hearing on the Engineer's Report and this Board of Directors will consider all written and oral comments to the proposed Project; and
- b. That the Engineer's Report for the proposed Project, titled "Boardroom Audiovisual Modernization Project Engineer's Report" and dated June 2, 2014, is available for public inspection by any interested person at Santa Clara Valley Water District's office, 5700 Almaden Expressway, San Jose, CA 95118, and on the District's website <http://www.valleywater.org/PublicReviewDocuments.aspx>.

Providing for the Notice of Time and Place of the Public Hearing on the Engineer's Report for the Boardroom Audiovisual Modernization Project

Resolution No. 14-

PASSED AND ADOPTED by the Board of Directors of Santa Clara Valley Water District by the following vote on October 14, 2014:

AYES: Directors

NOES: Directors

ABSENT: Directors

ABSTAIN: Directors

SANTA CLARA VALLEY WATER DISTRICT

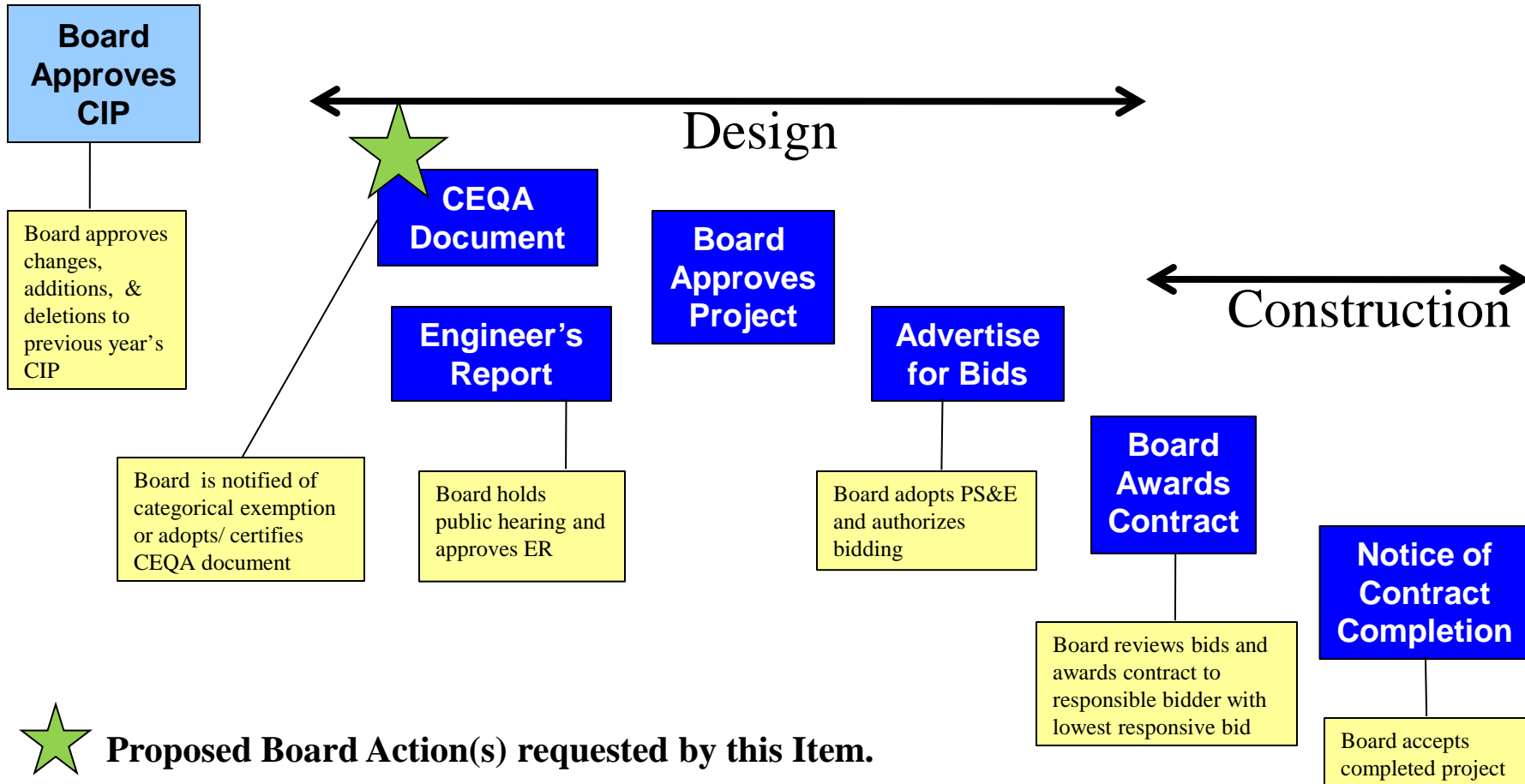
By: _____
TONY ESTREMER
Chair/Board of Directors

ATTEST: MICHELE L. KING, CMC

Clerk/Board of Directors

Project Delivery Process

Boardroom Audiovisual Modernization Project



Proposed Board Action(s) requested by this Item.