



## Agenda Report

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**File #:** 2023-2792, **Version:** 1

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**FROM:** Robert Thompson, General Manager  
Originator: Kathy Millea, Director of Engineering

**SUBJECT:**

**LONG LEAD TIME AUDIO VISUAL EQUIPMENT PURCHASE FOR HEADQUARTERS COMPLEX AT PLANT NO. 1, PROJECT NO. P1-128A**

**GENERAL MANAGER'S RECOMMENDATION**

RECOMMENDATION:

Approve a Purchase Order to AVI-SPL LLC for the purchase of Audio Visual Equipment, Specification No. E-2022-1374BD, for a total amount not to exceed \$911,309 plus applicable sales tax.

**BACKGROUND**

Orange County Sanitation District (OC San) is constructing a new headquarters building under Project No. P1-128A. The new headquarters will require audio-visual equipment to function properly. The construction contract for the project does not include the audio-visual integrator services, which has been planned to be procured through a separate public works contract and includes the purchase and installation of this necessary audio-visual equipment.

**RELEVANT STANDARDS**

- Ensure the public's money is wisely spent
- Maintain a culture of improving efficiency to reduce the cost to provide the current service level or standard

**PROBLEM**

A number of items with long lead times due to ongoing supply chain issues were identified during the development of the audio-visual integrator contract. If these items are purchased through the audio-visual integrator contract, which is still in development, they could delay the completion of the new headquarters.

**PROPOSED SOLUTION**

Approve a Purchase Order to procure the equipment with long lead times ahead of the audio-visual integrator contract so the parts will be available in time for installation.

## TIMING CONCERNS

All audio-visual equipment is required by October 2023 to maintain the current headquarters construction schedule.

## RAMIFICATIONS OF NOT TAKING ACTION

The completion of the new headquarters will be delayed if all audio-visual equipment is not available in time for installation under the current construction schedule.

## PRIOR COMMITTEE/BOARD ACTIONS

N/A

## ADDITIONAL INFORMATION

A Notice Inviting Bids was issued on November 1, 2022, via PlanetBids. Bids were due on December 6, 2022. OC San received three (3) total bids valid for 180 calendar days from the bid opening date. Of the three bids received, one was considered non-responsive as the bidder skipped some bid items and provided pricing for unapproved alternative equipment. One bid was withdrawn by the bidder as they skipped some bid items and could not hold their pricing shortly after the bid date.

The estimated bill of material was \$1,000,000. The following is a list of the firms who submitted a bid:

Company Name	Bid	Determination
Adorama Inc.	\$ 85,491.73	Non-Responsive
Ford Audio Video LLC	\$446,685.00	Withdrawn
AVI-SPL LLC	\$911,308.70	Responsive

The bids were evaluated in accordance with OC San policies and procedures. The first two bidders were deemed to have not included multiple bid items as required. For those bid items that were submitted by all bidders, AVI-SPL LLC's bid was competitive. Based on these results, staff recommends approving a Purchase Order to AVI-SPL LLC. A notice was sent to all the bidders on December 15, 2022, informing them of the intent of OC San to recommend approval of a purchase order to AVI-SPL LLC.

## CEQA

N/A

## **FINANCIAL CONSIDERATIONS**

This request complies with authority levels of OC San's Purchasing Ordinance. This item has been budgeted (Adopted Budget, Fiscal Years 2022-2023 and 2023-2024, Section 8, Page 55, Headquarters Complex, Project No. P1-128) and the budget is sufficient for the recommended action.

## **ATTACHMENT**

*The following attachment(s) may be viewed on-line at the OC San website ([www.ocsan.gov](http://www.ocsan.gov)) with the complete agenda package:*

N/A

AB: jw