



**CITY OF FORT LAUDERDALE
City Commission Agenda Memo
REGULAR MEETING**

#14-0831

TO: Honorable Mayor & Members of the
Fort Lauderdale City Commission

FROM: Lee R. Feldman, ICMA-CM, City Manager

DATE: August 19, 2014

TITLE: Motion to approve the purchase of video conferencing and interactive
communications equipment and services - \$172,000

Recommendation

It is recommended that the City Commission approve the purchase of video conferencing and interactive communications equipment and services from Futron, Inc. in the estimated amount not to exceed \$172,000 via the General Services Administration (GSA) Agreement Schedule 70 GS-35F-5400H, GS-35F-0087U, and GS-35F-0511T.

Background

City departments can improve staff productivity and efficiency with access to innovative video conferencing and interactive communications equipment. Many employees travel daily to attend meetings at a variety of locations, which equates to hours of unproductive travel time per day. Video conferencing will increase staff productivity and efficiency by utilizing technology that allows staff to meet face-to-face in scheduled or spontaneous meetings to help expedite decision-making.

In addition to reducing meeting delays, creating shorter and more structured meetings and providing faster real-time exchange of information, this technology will also reduce gasoline usage, vehicle mileage and the City's emissions and carbon footprint which contributes to the City's green initiatives.

Remote staff, external visitors and neighbors will be able to join and interact with internal meetings utilizing video and interactive content sharing technologies from their mobile devices such as iPad, iPhones and Android devices.

Futron, Inc. will provide hardware, services, and support for the following department conference rooms:

1. The City Attorney's Office will utilize this technology to incorporate its in-house litigation section and increase efficiency in communicating with internal and external parties. These technology updates will allow the Office to participate remotely in various citywide meetings, including settlement negotiations occurring outside of City Hall. Commensurate with the litigation discovery and trial process, sufficient technology is required in order for attorneys to conduct expert depositions, meetings, video and telephone conferencing, presentation of exhibits and related functions. The existing law library equipment dates back to the 1990's and the City Attorney's Office cannot effectively perform its duties and functions without additional and updated equipment.
2. The Human Resources Department will utilize this technology to reduce expense and time by utilizing video conferencing to simplify the interviewing process and allow candidates to be processed and hired more quickly. This technology will also be used to quickly and efficiently deliver training to staff and make available important training materials to staff both live and remotely through video conferencing and later through video-on-demand, thus reducing the time for travel to City Hall.
3. The Transportation and Mobility Department's Executive Airport will utilize this technology to allow both external and internal participation in meetings (Construction, Aviation Advisory Board, Continuing Florida Aviation System Planning Process, Pilot Workshops, etc.). The technology will also be used to record committee meetings and make them accessible to our neighbors and visitors via the web, host meetings with external businesses and conduct training sessions for Airport tenants.

Resource Impact

There is a fiscal impact to the City in the amount of \$172,000

<i>Funds available as of August 6, 2014</i>					
ACCOUNT NUMBER	INDEX NAME (Program)	OBJECT CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Object Code)	AVAILABLE BALANCE (Object Code)	PURCHASE AMOUNT
001-ATT010101-3199	City Attorney	Services & Materials/ Other Professional Services	\$204,150	\$49,988	\$8,787
001-ATT010101-6499	City Attorney	Capital Outlay/Other Equipment	\$24,213	\$24,213	\$24,213
001-HRD010101-3199	Human Resources	Services & Materials/ Safety/Training Materials	\$251,190	\$50,673	\$10,187
001-HRD010101-6499	Human Resources	Capital Outlay/Other Equipment	\$27,813	\$27,813	\$27,813
461-TAM010101-3199	Transportation & Mobility Admin Support	Services & Materials/ Other Professional Services	\$363,448	\$330,222	\$10,187
461-TAM010101-6499	Transportation & Mobility Admin Support	Capital Outlay/Other Equipment	\$27,813	\$27,813	\$27,813
468-TAM070101-3199	Executive Airport	Services & Materials/ Other Professional Services	\$5,692,003	\$2,435,186	\$16,777
468-TAM070101-6499	Executive Airport	Capital Outlay/Other Equipment	\$433,315	\$317,599	\$46,223
PURCHASE TOTAL ►					\$172,000

Strategic Connections:

This item is a *Press Play Fort Lauderdale Strategic Plan 2018* initiative, included within the Internal Support Cylinder of Excellence, specifically advancing:

- Goal 11: Be a well-trained, innovative, and neighbor-centric workforce that builds community.
- Objective 3: Continuously improve and innovate communication and service delivery.

This item advances the *Fast Forward Fort Lauderdale Vision Plan 2035: We are United*.

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