



Communications/LCTV
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MEMORANDUM

Date: July 13, 2020
To: RuthAnne Hall, Purchasing Agent
From: Arin Thrower, Chief Communications Officer
Subject: Emergency Procurement of Wireless Microphone Equipment

The Lake County Communications Department manages Lake County TV (LCTV) and films, records and live streams all Lake County Board Meetings. LCTV has also been filming and streaming all standing committee meetings during COVID-19, in accordance with the State of Illinois Open Meetings Act (OMA).

Background: In order to provide a socially distanced space for board members, staff, and the public, additional wireless microphones must be purchased, installed, and integrated into the 10th floor board room's current sound system.

Scope of Work: IVCI LLC will supply twelve wireless handheld mics, three Shure ULXD Quad receivers, an eight-bay charger, as well as two 2-bay chargers.

IVCI LLC will complete all engineering and installation needs, ensuring that the new equipment is seamlessly integrated with the existing sound system. The total cost for the equipment and installation is \$39,130.98

LCTV has worked with IVCI LLC previously, as they installed the current sound system and are aware of all engineering and technical needs.

Timing: We are looking to have the new equipment installed and ready for production by the end of July. IVCI LLC will work around existing scheduled meetings, to ensure they are not disrupted during the installation process.

An emergency procurement is needed for this system, as Lake County government needs to provide a place for board members, staff, and the public to meet to conduct county businesses, while still maintaining social distancing. Without this new system in place, Lake County may see a disruption of government services.