



Agenda Action Form Overview

The Board is requested to authorize the County Manager to enter a contract in the amount of \$104,270.70 with Kontek Systems to provide audio visual support for all Durham County conference and court rooms that contain audio visual using equipment. This contract will be funded from IS&T's FY 2022-2023 operational budget.

Background/Justification

The Board is requested to authorize the County Manager to enter into a contract in the amount of \$104,270.70 with Kontek Systems to provide audio visual support for all Durham County conference and court rooms that contain audio visual equipment. This contract will be funded from IS&T's FY 2022-2023 operational budget.

Durham County has 120 conference/court rooms spread out across County buildings. The contract includes coverage for yearly maintenance and repairs of broken equipment. Much of the equipment is no longer covered by warranty and many of the conference/court rooms utilize complex audio-visual equipment.

The IS&T department currently works with two different vendors to assist with supporting these 120 conference/court rooms. Approval of this contract enables the consolidation of our audio-visual support with one vendor thereby simplifying support management.

Kontek Systems is a local audio-visual integrator with their main office located downtown Durham. Kontek Systems is part of the University of North Carolina – Chapel Hill Multimedia Equipment, Integration/Installation, and Support Services University Term Contract #KONTEK/Y22AMW/111/RFP.

Policy Impact

This contract will not have any impact to County Policy however it will allow County IT to improve support services for conference/court rooms throughout the County. Ensuring these facilities are fully operational is essential to the efficient and effective operation of County departments.

Procurement Background

This request is to new contract negotiated for the purpose of addressing the life cycle replacement of audio-visual conference room equipment.

Type of purchase

- ☐ Goods
- ☒ Services
- ☐ Construction Work

Did this request for purchase go through a bid process? Yes ☐ No ☒

Goods: Bids required if \geq \$30,000, BOCC approval if \geq \$90,000



Durham County Government
Agenda Action Form Supplemental Document – Contract Approval

Services: Bids required if $\geq \$30,000$, BOCC approval if $> \$40,000$

Construction/Repair work: Bids required if $\geq \$30,000$, BOCC approval if $\geq \$500,000$

If yes, attach a copy of bid tab and the minority and women business enterprise (MWBE) compliance review form provided by the Purchasing Division.

If no, why?

- ☐ Sole source exemption
- ☒ Cooperative purchasing program exemption
- ☐ State and federal contract exemption
- ☐ Contract is an amendment to an existing contract
- ☐ Other (please explain)

If exempted from bidding, has this request been reviewed and approved by the Purchasing Division in the agenda Legistar system? Yes ☒ No ☐

If no, why?

Fiscal Impact

This contract extensions will be funded out of the IS&T FY 2022-2023 operational budget.

Recommendation

The County Manager recommends that the Board authorize the County Manager to enter a contract in the amount of \$104,270.70 with Kontek Systems to provide audio visual support for all Durham County conference and court rooms that contain audio visual equipment. This contract will be funded from IS&T's FY 2022-2023 operational budget.