

TOWN OF LIBERTY GROVE PUBLIC MEETING

Technology Committee

Date: Monday, May 1, 2023

Time: 4:00pm

Place: Liberty Grove Town Hall, 11161 Old Stage Road

Agenda:

1. Call to Order
2. Roll Call
3. Approve Agenda
4. Approve Minutes: 3/6/2023
5. Public Input
6. Project Status Reports:
 - a. Business Continuity Project
 - b. Northport Pilot Project
 - c. Town Network Design Project
7. Meeting Room(s) Video/Audio Quote
8. Correspondence
9. Future meeting
10. Adjourn

*** Report items will not be discussed or voted on, all other agenda items may include discussion and possible action. Deviation from listed order may occur***

***Audience members must ask for permission, during public input, to speak on agenda items ***

Anastasia Bell, Clerk/Treasurer

Members of the Town Board or any other Town Committee, who are not members of the body whose meeting agenda is published in this notice, are entitled, as any other citizen of the Town of Liberty Grove, to attend this meeting in an unofficial capacity. It is possible the attendance of one or more non-members may create a quorum of the membership of another body. Such a quorum is unintended, and the non-members are not meeting for the purpose of exercising the powers or duties attendant upon their membership on any Town Committee or Board

Town of Liberty Grove
Minutes of the Technology Committee meeting on March 6, 2023
(This meeting was posted correctly)

Agenda:

1. Call to order
2. Roll call
3. Approve Agenda
4. Approve Minutes: 1/9/2023
5. Public Input
6. Project Status Reports:
 - a. Business Continuity Project
 - b. Survey Results to Date
 - c. Northport Pilot Project
 - d. Town Network Design Project
 - e. FCC Map Challenge
7. Correspondence
8. Future meeting
9. Adjourn

Chair Kirk Scattergood called the meeting to order at 4:11pm. Committee members Dan Watts, Jodi Bensyl, Cathy Ward, and Joel Asher were present along with Administrator Walter Kalms, and Clerk/Treasurer Anastasia Bell. Committee member Les Keepper was excused.

Ward moved, Asher second to approve the agenda as posted. Carried 5-0.

Ward moved, Bensyl second to approve the 1/9/2023 minutes as presented. Carried 6-0.

Public Input – None.

Business Continuity Project – Asher reported we have email and backup in place. He recommended purchase of a server for \$5,000 to last 5-7 years. Computers should be replaced ever 3-5 years, cost estimate of \$1,500 each. A security subscription would be \$50-60 per month.

Survey Results – None.

Northport Pilot Project – Bob Webb, Nsight, reported the reimbursements have started, the PSC is reviewing policies. 16 of 30 locations have ordered service, seven accounts are live and three need road boring. Eight poles need to be upgraded by WPS and the drops are currently being covered by the grant.

Town Network Design – Bob Webb, Nsight, reported the engineering is in process, there is little tangible information in their reports. The Capital Project Fund Grant is anticipated to start in June-August with \$40 million and BEAD is anticipated in early 2024 with \$180 million in funding.

FCC Maps – Bob Webb, Nsight, can only challenge your location on the map. Speed challenges are not acknowledged but not resolved.

Correspondence – None.

The next Technology Committee meetings will be Monday, April 10, 2023 at 4:00pm.

Asher moved, Ward second to adjourn at 4:51pm. Carried 5-0.

Respectfully Submitted,
Anastasia Bell, Clerk/Treasurer



Driven by technology,
powered by creativity



Town Hall AV Upgrades

Town of Liberty Grove

A/P 1

tlibertygrove@gmail.com



Our Mission:

To provide world-class technology solutions with an unwavering commitment to our Customers, Vendor Partners and Employees while providing an environment that encourages profitable growth, learning and fun!

Site Address:

Town of Liberty Grove
11161 Old Stage Road

Sister Bay WI 54234

Billing Address:

Town of Liberty Grove
11161 Old Stage Road

Sister Bay WI 54234

ACP CreativIT LLC (d/b/a Camera Corner Connecting Point or CCCP)

529 N. Monroe 851 Commerce Ct
Green Bay, WI 54301 Buffalo Grove, IL 60089
Website: www.cccp.com www.acpcreativit.com

Project #: OPP116933
Modified Date: 03/17/2023
Revision: 1
Acct. Manager Gary Huebner

Project Description: Liberty Grove Town Hall AV Upgrades

Integration Services Scope of Work

A. Summary: Liberty Grove Town Hall AV Upgrades

- **Functionality Description:** The purpose of this proposal is to provide and install a new AV system in the town hall boardroom at 11161 Old Stage Road Sister bay, WI 54234. The boardroom system will include 9 gooseneck microphones with green LED light rings and desktop bases, audio feed from OFE PC, 12 ceiling speakers in two zones, wireless handheld mic, 86-inch display to match existing display, 10" touch panel to control system power, mic levels, and VoIP dialer. The conference room system will include a video soundbar and wireless presentation hardware that integrates with soundbar.
 - 1 Install 12U rack in dais cubby to replace existing TOA mixer amps.
 - 2 Rack will include wireless mic, video matrix switcher, network switch, DSP, amp, and power.
 - 3 Locate 8 gooseneck mics with green LED ring and desktop bases at each position at the dais.
 - 4 Locate one gooseneck mic with green LED ring and desktop base at lectern.
 - 5 Connect mic wire from mic bases XLR outputs to rack DIN rail connectors.
 - 6 Locate one channel of RF mic with handheld in rack. Rechargeable battery and charging base will be included.
 - 7 Connect mic to DSP using XLR.
 - 8 DSP will have enough IO to handle AEC for all mics. DSP will act as control processor.
 - 9 Connect audio from video switch in rack to DSP. Two channels of audio will be summed in DSP.
 - 10 DSP will feed an amp set to 70V and feed two zones of audio in boardroom: front and rear.
 - 11 Install 12 speakers total in boardroom ceiling to replace existing speakers.
 - 12 There will be 6 speakers in each zone.
 - 13 OFE PC will connect to a video matrix to feed to 86-inch displays. One display will be OFE.
 - 14 USB will connect from DSP to PC for Zoom calls.
 - 15 The displays will be mounted on side walls using new articulating mounts. Each display will be able to be pulled away from the wall for better viewing by attendees.
 - 16 A second HDMI will be provided to matrix for BYOD presentation.
 - 17 HDBaseT receivers will receive video and control from the video matrix and sit behind each display.
 - 18 A tracking PTZ camera will be mounted in ceiling to capture the dais area. The tracking camera will power from PoE+ and connect to dais PC using SDI cable and SDI to USB converter. USB will bring camera feed to PC for Zoom calls.
 - 19 Surge protection power will be installed in rack.
 - 20 A network switch will provide PoE to peripherals and control traffic.
 - 21 A connection to DSP from customer network at dais rack location will bring VoIP to the DSP. QSYS reflect will connect out to internet for remote management via VoIP port.
 - 22 Floor cable path track will be provided to get cables from dais to wall and up to ceiling.
 - 23 OFE LAN data drop at dais rack from VoIP. VoIP must be on own vlan, no vlan tagging supported.
 - 24 Owner furnished equipment assumed to be in good working order.
 - 25 Configuration of VoIP will require coordination with customer's telecom provider at time of installation.
 - 26 Rack location at dais assumed to have at least 22 inched of vertical clearance for new rack.
- **Source Devices:**
 - 9 gooseneck mics will Green LED light rings and desktop bases.
 - 1 OFE PC audio and BYOD audio
- **Displays:**
 - Two 86" displays, one of which is OFE. New articulating mounts for both.
- **Audio:**
 - Audio follows video from video sources to DSP.
 - 1 Mic audio will be captured in DSP to be sent to ceiling speakers for reinforcement as well as to far end of Zoom calls via PC.
 - 2 VoIP will be included.
- **Conferencing:**
 - Video from PTZ camera will be sent to PC via USB converter at dais.
 - 1 Zoom software will capture meetings.
- **Controls:**
 - A 10-inch touch panel at dais desk will provide control functions for the room.

- 1 Landing page to power on system. Power on will bring amp out of standby and turn on displays once mode is chosen.
- 2 The panel will have 2 modes: presentation and meeting.
- 3 Presentation mode will have RF mic control and route the BYOD HDMI input to both displays and program level control.
- 4 There will also be tracking modes for PTZ camera that can be chosen. Tracking can be turned on/off, preset run, or present tacking/zone tracking.
- 5 Meeting mode will power on system and route PC to both displays.
- 6 A mic page with all 9 goosenecks will have scaled level control.
- 7 Video source control and RF mic control will be present.
- 8 There will also be tracking modes for PTZ camera that can be chosen. Tracking can be turned on/off, preset run, or present tacking/zone tracking.
- 9 A page with VoIP controls will be included.

- Equipment Location:
 - Dais rack
 - 1 Boardroom wall and ceiling

- B. Exclusions: The following work is **not included** in our Scope of Work:
- All conduit, high voltage, wiring panels, breakers, relays, boxes, receptacles, etc.
 - Concrete saw cutting and/or core drilling.
 - Fire wall, ceiling, roof and floor penetration.
 - Necessary gypsum board replacement and/or repair.
 - Necessary ceiling tile or T-bar modifications, replacements and/or repair.
 - All millwork (moldings, trim, cut outs, etc.).
 - Patching and Painting.
 - Permits (unless specifically provided for and identified within the contract).

Project Resources:

Account Manager:	Gary Huebner	Design Engineer:	Danny Lueck
Control Programming:	TBD QSC	DSP Programming:	TBD QSC, LEA
Project Manager:	TBD	Trainer:	TBD
Network Engineering:	TBD	VOIP Engineering:	
Other:		Other:	

PROJECT SUMMARY

Equipment:	\$40,091.66
Labor:	\$19,313.23

Grand Total:	\$59,404.89
---------------------	--------------------

Payment Schedule

	Amount	Due Date
Initial Deposit	\$29,702.45	
Equipment Delivery	\$23,761.96	
Final Acceptance	\$5,940.48	