

## Memorandum

To: City of Seguin Mayor and City Council

From: Silvia Christy, Library Director  
Shane McDaniel, Chief Information Officer  
Justin Ramirez, IT Operations Manager

Through: Steve Parker, City Manager

Date: March 4, 2025

Subject: Resolution of the City Council of the City of Seguin, Texas authorizing the City Manager to execute an agreement with Data Projections, Inc. regarding a Texas Department of Information Resources cooperative purchasing quote in the amount of \$155,792.77 for the purchase, delivery, and installation of new audio/video equipment at the Seguin Public Library; and declaring an effective date.

**Historical Background**

The Seguin Public Library opened in 2016, and the audio/video equipment used in the Community Meeting Room, Conference Rooms and Technology Lab is almost nine years old and needs a major upgrade. Additionally, the current A/V technology in the rooms is very limited in videoconferencing and screen sharing capabilities. Providing meeting spaces as a service to the community not only enhances accessibility to essential resources but also fosters collaboration and community engagement. By offering meeting spaces, libraries can leverage their existing infrastructure to generate revenue through rental fees while simultaneously fulfilling their mission of supporting lifelong learning and community development. This service not only meets the needs of local organizations and businesses but also strengthens the library's role as a vital hub for community activities and growth.

**Action Requested**

The proposed work to improve AV capabilities at the library will include the following:

- For the Conference Rooms, the upgrade will provide users with the ability to have in-room presentations as well as videoconferencing with a Biamp Video Conference Bar (camera, microphone, speakers in one). A Barco Clickshare device will provide wireless presentation capabilities as well as wireless Bring Your Own Meeting (BYOM) use cases. A wired laptop connection will be available from a wall plate below the display.
- For the Tech Lab the technology upgrade will allow presenters to share content from laptops wirelessly for in-person presentations or for content in video calls through the Barco Clickshare Conference device. The projection screen and the room projector will be removed and a 98" display will be wall mounted. Users can also share locally via an HDMI

wall plate located below the display. An Aver PTZ camera will be mounted on the side wall of the room and will be used for videoconferencing. A Shure microphone array will be mounted in the ceiling for voice capture during conference calls. In addition, four new ceiling speakers and one new audio amplifier will be mounted in appropriate locations for optimum audio distribution.

- Data Projections, Inc will upgrade the existing projector in the Community Meeting Room to a new laser projector with higher lumens. The projector screen will stay in place. A new PTZ camera will be wall mounted on the side wall to capture the audience during conference calls. Calls will be initiated from a laptop connected via the Clickshare Conference device. Four ceiling microphone arrays for conference audio only will be placed in the ceiling to capture participant voices during conference calls. The upgrade will also include 1 wireless handheld microphone, 1 wireless lavalier microphone and 1 audio conference processor.

#### **Procurement Methodology & Funding Source**

Funding for this project is part of the FY 2025 General Fund Capital Projects approved by City Council. City purchases utilizing the Texas Department of Information Resources (DIR) are in compliance with all State bidding requirements. DIR is a cooperative purchasing service that simplifies procurement for State and Local Governments.

#### **Staff**

#### **Recommendation**

City staff recommends approval of a Resolution of the City Council of the City of Seguin, Texas authorizing the City Manager to execute an agreement with Data Projections, Inc. regarding a Texas Department of Information Resources cooperative purchasing quote in the amount of \$155,792.77 for the purchase, delivery, and installation of new audio/video equipment at the Seguin Public Library; and declaring an effective date.

#### **ATTACHMENTS**

Data Projections, Inc quote.