

Honorable Mayor and Members
of the City Council
City Hall
Torrance, California

Members of the City Council:

SUBJECT: Recommendation for authorization to Furnish and Install a Wireless and Wired Local Area Network for the City Council Voting System.

Anticipated Capital Expenditure: \$ 22,050.00 (includes contingency)

Anticipated Annual Expenditure: \$ 8,000.00

RECOMMENDATION

The City Manager recommends that City Council: 1) appropriate \$21,000.00, plus 5% contingency (\$1,050.00) to furnish and install a wireless and Wired Local Area Network (WLAN) for the Council Voting system; 2) appropriate \$8,000.00 annually for support and capital replacement of the Council Voting system WLAN.

Funding

Funding is available in Cable and Community Relations fund balance.

BACKGROUND

At the request of the Mayor and with the concurrence of the City Council, staff began research and design for an electronic voting system to be installed in the Torrance City Council Chambers for use during City Council meetings. The system would allow for the automated logging, counting, and recording of all votes during meetings of the City Council and other legislative bodies as deemed appropriate by the Council. The system will also provide for the public display of all votes

ANALYSIS

Staff began the project by enlisting the assistance of various departments including: City Clerk, General Services, and Communications and Information Technology. Staff received product demonstrations from three highly qualified vendors. Based on existing hardware and software integration with existing equipment and systems, future needs integration of an electronic agenda process and the performance requirements needed to substantially support the complexity of the existing Council meeting process and procedures, staff narrowed the selection to Granicus, Inc. Granicus is the current provider of the video streaming and archiving system, meeting minutes, and agenda display.

The City Council Voting System project has five phases:

COUNCIL VOTING SYSTEM				
	PHASE	ESTIMATED CAPITAL	EST. ANNUAL	TIMELINE
1	Design and Installation of the <u>Network and Communications</u> ;	\$ 21,000.00	\$ 8,000.00	2 weeks
2	Design and Modification of the <u>Council Dais Desks</u> ;	\$ 14,000.00	\$ -	2 weeks
3	Installation and Integration of <u>LCD Panels, Clocks, and PC's</u> ;	\$ 69,000.00	\$ 5,000.00	3 weeks
4	Selection and Installation of the <u>Voting System</u> ; and	\$ 51,000.00	\$ 15,000.00	2 days
5	Staff and City Council Training	\$ 8,500.00	\$ -	2 days
GRAND TOTAL		\$ 163,500.00	\$ 28,000.00	

This item addresses the first phase of the project, design and installation of the network and communication systems.

Phase I

The wireless and Wired Local Area Network (WLAN) allows for the equipment to communicate within the Council Chambers in a secured network. The wireless portion will accommodate the movement of the Dais and the wired portion will handle all fixed staff desk areas. Although this project will connect the City Council, City Clerk, City Manager, and City Attorney initially, the system will be wired for the entire staff area to allow for a future electronic agenda system.

In addition to the capital costs of \$21,000, there are recurring WLAN connection support managed through the Communications and Information Technology Department of \$4,000 per year and replacement plan costs of approximately \$4,000 per year based on a 4-year cycle.

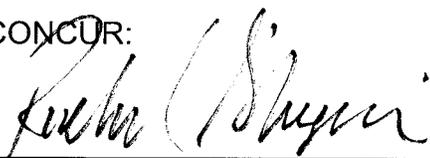
Phases II and III will be brought forward for City Council consideration at the July 24, 2007 meeting; Phases IV and V will be scheduled for August 7, 2007.

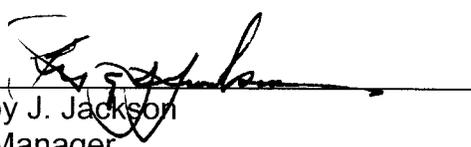
Respectfully submitted,

LeRoy J. Jackson
City Manager

By: 
Michael D. Smith
Cable & Community Relations Manager

CONCUR:


Richard Shigaki
Information Technology Director


LeRoy J. Jackson
City Manager

Attachment: WLAN Cost

**Wireless and Wired Local Area Network
for the Council Voting System**

CAPITAL COST

	Cost	Unit	Total
Equipment:			
- WLAN Access Points (AP)	\$ 691.26	2	\$ 1,382.52
- WLAN Security Controller	\$ 9,984.97	1	\$ 9,984.97
- LAN Switch (24 ports)	\$ 2,000.00	2	\$ 4,000.00
- LAN AP Antenna	\$ 12.00	4	\$ 48.00
- LAN AP POE Adapters	\$ 41.00	2	\$ 82.00
Start-Up Equipment			\$ 15,497.49
Installation (Labor):			
- WLAN Access Points	\$ -	-	\$ -
- WLAN Security Controller	\$ -	-	\$ -
- LAN Switch (24 ports)	\$ -	-	\$ -
- LAN Fiber Adapters	\$ -	-	\$ -
- LAN drops (\$200/ea)	\$ 200.00	16	\$ 3,200.00
Installation			\$ 3,200.00
Sub Total			\$ 18,697.49
Tax		0.0825	\$ 1,542.54
TOTAL CAPITAL			\$ 20,240.03

ANNUAL COST

WLAN annual maintenance	\$ 750.00	4	\$ 3,000.00
WLAN PC Connection	\$ 230.00	4	\$ 920.00
Annual Cost			\$ 3,920.00
Annual Capital Replacement	\$ 3,900.00	1	\$ 3,900.00
TOTAL ANNUAL			\$ 7,820.00