



# ERIE COUNTY WATER AUTHORITY

## INTEROFFICE MEMORANDUM

November 7, 2018

To: Jerome D. Schad, Chairman  
Mark S. Carney, Vice Chairman  
E. Thomas Jones, Treasurer

From: Terrence D. McCracken, Secretary to the Authority

Subject: Boardroom- Design, Installation and Programming of Audio and Video Equipment

### Commissioners:

As you are aware, the Board recently authorized a Request for Proposal for the Design, Installation and Programming of Audio and Video Equipment for the Board room at the Ellicott Square office, as amended, to include equipment at the Service Center as from time to time the Authority holds public meetings at the Service Center, and the Board felt that the public would be best served with having equipment at both locations.

Veraview and VOIP Supply, LLC were the only vendors who responded to the RFP. I reviewed the proposals and engaged in conversations with each of the vendors to ensure that both had an understanding as to the goals the Authority wants to meet with the project.

As the process project progressed, I invited Jeff Schlierf and Rick Deren from the IT Department to review the proposals relative to the equipment specified and from a technical aspect, how it will work with other equipment currently used by staff. After reviewing both proposals we felt that Veraview had a strong technical team and best understood our needs. We then felt it was necessary to physically see the quality and functionality of the equipment.

Myself, Trish Fabozzi, Jeff Schlierf and Rick Deren visited Veraview's office for a demonstration. After seeing how the equipment and system performed, we all left satisfied that Veraview was extremely capable and best suited to provide the equipment and services necessary.

With those thoughts in mind, I respectfully request that the Board enter into an agreement with Veraview pursuant to the attached proposal. Please note that the resolution specifically states that this is contingent upon the review and approval of the Legal Department. Additionally, there have been problems with the recording equipment that we are currently using. Therefore, I feel it is in our best interest to proceed as soon as possible on this project.

TDM:tf