

Committee Report

Management Committee



Committee meeting date: November 12, 2025

For the Metropolitan Council: December 3, 2025

Business Item: 2025-293

Video Conference, Paging Maintenance & Support Services, Contract 25P143

Proposed action

That the Metropolitan Council authorize the Regional Administrator to negotiate and execute a contract with AVI-SPL LLC., to provide video conference, paging maintenance, and support services in an amount not to exceed \$1,100,000 and a term of five years.

Summary of Management Committee discussion/questions

Information Services Chief Information Officer Gretchen White and Chief Procurement Officer Jody Jacoby co-presented the item. A question was asked by the Chair about how long the term is for the contract. The length of the contract is a five-year term, which was then included in the proposed action.

Motion by Osman; Seconded by Jenkins. Motion Carried.



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District(s), member(s):	All
Policy/legal reference:	FM 14-2, Expenditures for the Procurement of Goods, Services, and Real Estate Policy
Staff prepared/presented:	Gretchen White, Chief Information Office, Information Services (IS) 651-602-1443
Division/department:	Regional Administration/Information Services

Proposed Action

That the Metropolitan Council authorize the Regional Administrator to negotiate and execute a contract with AVI-SPL LLC., to provide video conference, paging maintenance, and support services in an amount not to exceed \$1,100,000 and a term of five years.*

Background

The Information Services Unified Communications and Collaboration unit requires a dedicated audio-visual professional technician to work at all facilities. This dedicated full-time technician will provide support to conference rooms, council chambers, public address systems, and general audio-visual troubleshooting support.

A Request for Proposals was issued on August 12, 2025. A pre-proposal meeting was hosted by Council staff that outlined the solicitation requirements, discussed project specifications and responded to plan holder inquiries. There were ten registered plan holders, seven consultants, two subcontractors, one plan room, and four of the plan holders identified as minority, woman, veteran, small or disadvantaged business enterprises. The Council received two proposals on September 11, 2025, to be evaluated for the consideration of award and used proposer quality, proposer qualifications, experience, and price as the criteria for evaluation.

The evaluation panel reached consensus that the proposal submitted by AVI-SPL LLC is the most advantageous to the Council and recommend for award.

Rationale

The execution of professional services contract exceeding \$500,000 requires Council approval.

Thrive Lens Analysis

The Council adopted Imagine 2050 on February 12, 2025, which builds on policy direction in Thrive MSP 2040. Under the Thrive lens, this action advances the outcome of Stewardship

and Sustainability by ensuring reliability, resilience, security and cost-effectiveness of the Council's computers, servers and cloud services.

Funding

Funding for this enterprise agreement is included in the Information Services operating budget.

Small Business Inclusion

The Office of Equity and Equal Opportunity (OEEO) thoroughly reviewed this procurement for Metropolitan Council Underutilized Business (MCUB) opportunities in accordance with applicable law and the contract specifications. Upon conclusion of OEEO's research and analysis, no MCUB goal was set.

* The BI originally before the Management Committee did not contain the term of five years. It was added to the Proposed Action when introduced there. This language is the recommended language going to the full Council.

