



**City of Missoula, Montana  
Item to be Referred to City Council Committee**

**Committee:** Administration and Finance  
**Item:** Third Courtroom Display and Audio Systems Contract Approval  
**Date:** November 16, 2021  
**Sponsor(s):** Tina Reinicke  
**Prepared by:** Tina Reinicke  
**Ward(s) Affected:**  
 Ward 1                       Ward 4  
 Ward 2                       Ward 5  
 Ward 3                       Ward 6  
 All Wards                       N/A

**Action Required:**

Approve and authorize the Mayor to sign a contract for this two-phase project. Phase I involves the retrofit of Council Chambers at 140 W. Pine St., updating the room for use as a third courtroom until construction of the new third courtroom is complete at 435 Ryman St. Phase II is the removal/reuse of electronic equipment used in the retrofit, and installation of an integrated audio/visual system and a hearing assist / audio to text system into the newly constructed courtroom per construction timelines.

**Recommended Motion(s):**

I move the City Council: approved and authorize the Mayor to sign a contract with AVI Systems for purchase and installation of courtroom technology in the amount of \$93,683.75.

**Timeline:**

Referral to committee: November 29, 2021  
Committee discussion: December 1, 2021  
Council action (or sets hearing): December 6, 2021  
Public Hearing (if required): [Click or tap here to enter text.](#)  
Deadline: [Click or tap here to enter text.](#)

**Background and Alternatives Explored:**

Municipal Court requires the use of audio recording, hearing assist and visual presentation systems in each courtroom. The court implemented the use of these comprehensive systems in FY18 and FY19 through an RFP process, contracting with AVI Systems, a company experienced in the design and installation of audio/visual systems used in courtrooms, judge chambers and public sector settings.

The attached Retail Sales Agreement includes the list of equipment to be purchased for this project using the adopted FY22 CIP funding. Court Administration has negotiated this final system design, retrofit and installation agreement.

Court Administration recommends AVI Systems as the vendor because of their past work projects in Missoula Municipal court and the current 3-year Cmaintenance contract is place; their pricing and experience in the field, system design features and ease of use; and local client references particularly in the area of customer support and responsiveness. Installation of this integrated

system in the new courtroom creates a system benefitting the City's legal and justice departments and citizens.

The audio/visual system allows the City Prosecutors to access appropriate databases and evidence systems to display evidence before a judge, other attorneys, witnesses, the jury and other citizens. The technology allows citizens the same opportunity as the prosecutors to display evidence and use multiple platforms for virtual testimony when allowed. The hearing assist system brings the court into compliance with ADA and allows the court a more representative jury pool. The audio recording system allows for the maintenance, retrieval and duplication of courtroom audio as part of the legal record required of Municipal courts in state law.

**Financial Implications:**

The proposal is within the CIP courtroom construction budget of \$515,000.

**Links to external websites:**