



OFFICE OF LEGISLATIVE INFORMATION TECHNOLOGY

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MEMORANDUM

To: Joint Legislative Management Committee
CC: Legislative Advisory Committee on the State House
From: Kevin G. Moore Jr., Director of Information Technology
Date: August 3, 2021
Subject: Hybrid Technology Integration for Session 2022

Executive Summary:

Since the COVID-19 pandemic began, the Vermont General Assembly has rapidly adopted various technologies to enable legislators and staff to continue working remotely through the health crisis. However, with the Legislature planning to return to the State House for the 2022 session, it's necessary that the Office of Legislative Information Technology (IT) shift its focus and move as quickly as possible to fit-up legislative meeting spaces with IT hardware and software to permit hybrid committee meetings if deemed necessary for the 2022 legislative session.

While there are several decisions that still need to be made, time is the largest factor to consider when working toward an IT solution. The equipment IT is seeking authorization to purchase can serve multiple functions as deemed appropriate by policy. The committee rooms can be fit-up by leveraging existing State contracts with multiple vendors. However, the chambers require a specialized approach and would be best served by contracting for professional services. And, due to time constraints for providing solutions for use by January 2022, it's not feasible to put the chamber projects out for RFP (4-8 weeks) or simplified bid (3-4 weeks). There are three primary vendors to consider for this work, but only one is located in Vermont. This vendor has worked on several projects of a similar scope, and has recent experience working in both chambers, while also holding other State contracts. Given the time pressures associated with this project, IT recommends being given the authority to complete this work as soon as possible.

Recommendation:

It is our recommendation that the JLMC approve spending for committee room A/V fit-up and authorize IT to enter into a sole source contract for A/V fit-up of the House and Senate chambers.

Proposed Motion(s):

- Approve spending of up to \$400,000.00 to fit-up committee rooms with A/V technology to enable video conference and livestreaming in all committee rooms.
- Approve sole source contracting of up to \$500,000.00 to fit up the House and Senate Chambers with A/V technology, enabling videoconference and livestreaming as determined by policy.