



COUNTY OF ALBANY, NEW YORK AMERICAN RESCUE PLAN ACT - EFFECTIVE SERVICE DELIVERY APPLICATION

For the past three years, Albany County has been leading our community through COVID-19 response, monitoring, and recovery. The infusion of \$1.9 trillion in flexible funds provided through the American Rescue Plan Act of 2021 (ARPA) allows local governments, like ours, the opportunity to invest in technology to support long-term recovery efforts while delivering better services to our constituents now and in the future.

To take advantage of this opportunity, the County is soliciting Departmental proposals for up to \$100,000 in ARPA funds for projects that will improve service delivery through investments in data analysis, program evaluation, process improvement, community engagement, and public accessibility to programs and services.

Applicants are encouraged to identify non-ARPA funding sources to complement their ARPA funding requests. Applications for projects with total budgets exceeding \$100,000 must identify all other funding sources that have been secured to support their project. While applicants are strongly encouraged to adhere to the \$100,000 funding cap, projects in need of more than \$100,000 in ARPA funds may be considered by the County Projects Subcommittee on a case-by-case basis if they are deemed to be high-impact and will be fully funded after receiving ARPA funds.

As you develop an application consider strategic technology investments your Department can make to ensure the required digital infrastructure is in place to provide stability for citizen-facing and backend services. Projects should target needs identified during the COVID-19 pandemic and should further improve your Department's ability to maintain successful continuity of operations while also supporting future needs.

Completed applications form should be emailed to: tvouzakis@capmark.org by November 3rd, 2023

Applicants are encouraged to include backup materials with their submissions that justify the project need, impact, and budget

Project Name	Legislative Chambers Audio and Visual System Upgrade
Department	Legislature
Project Manager	Caitlin O'Brien
Select ARPA Expenditure Category	SELECT FROM DROPDOWN

1. Project Eligibility

Please identify which of the following categories best describes your project:

- 1) Program evaluation
- 2) Data analysis: resources to gather, assess, share, and use data
- 3) Technology infrastructure to improve access to/user experience of government IT systems and/or increase public access to services
- 4) Community outreach and engagement activities
- 5) Capacity building resources to support using data and evidence to improve service delivery
- 6) Equipment purchase to improve service delivery

This project is an equipment purchase and installation to improve service delivery.

2. Project Overview

Summarize your proposed project including a description of how it will improve the way your department delivers services

The purchase and installation of an modern audio and visual system will allow for better sound quality throughout the Legislative Chambers which will improve clarity of communication among officials and the general public. It is anticipated that with a higher quality sound system that all digital broadcast of Legislative proceedings will make public access and communication to Albany County residents more effective overall.

3. Project Need

Please describe how your project responds to a need that was caused or exacerbated by the COVID-19 Pandemic

The Legislature has an outdated audio and visual system that does not provide for clear communication throughout the legislative chamber while conducting its core activities and approving policies, local laws, and discussing other critical matters. Further, the use of virtual technology to broadcast those activities to the public necessitates a higher level of sound quality that cannot be accommodated by the current system. The public's demand for clear and transparent communications from the Albany County Legislature has increased since the on-set of the COVID-19 Pandemic. The increased communication demand continues to drive every aspect of the legislature's activities, and upgrade of the Chamber's sound system helps facilitate meeting that challenge.



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4. Project Implementation

Describe the major steps in your project implementation including coordination with any internal and external partners, especially coordination with the Division of Information Services.

The purchase and implementation of this new audio and visual system will occur in the first quarter of 2025 after an RFP/mini-process is completed. The Department of Information Services which has been consulting on this proposed project, will also assist the Legislature in writing the "Scope of Work" component of the RFP along with coordinating the selected system's integration with existing technology. Additionally, it is anticipated that any need for alterations to the physical location of the Legislative Chambers will be coordinated with the Department of General Services.

For IT-related project, have you consulted with the Division of Information Services?

☒ YES

☐ NO

5. Project Timeline

All ARPA funds must be expended by December 31, 2026. Please provide the estimated date that requested funds will be fully expended and highlight key project milestones

It is anticipated that all equipment purchases and installation will be completed by no later than the end of 2025. The following is a tentative proposed timeline:

RFP/Mini Bid Completed: March 2025

Equipment Purchased: April 2025

Equipment Installed: June 2025

Project Completion/Funding Expended: September 2025

6. Project Impact

Please describe in detail how this investment in your Department will allow you to address the project need identified above and more effectively deliver services to the public. Describe whether the project directly or indirectly benefits County residents. Use quantifiable metrics where possible and discuss how project impact will be measured

Upon completion this project will provided the following:

- * Facilitate efficient and effective communications among legislative officials during business proceedings.
- * Improved Public Communications by delivering information with higher sound and video quality over web broadcast.
- * Increase modernization of the Legislative Chamber's sound and video infrastructure and its useful life cycle.

The audio and visual system upgrade will directly benefit county residents attending legislative meetings in-person or virtually with improved ability to receive clear communications regarding legislative actions taken on policies & local laws.

7. Project Budget

Please Identify:

1) ARPA Funding Requested	\$79,707
2) Total Project Budget	\$150,000
3) Non-ARPA Funding Sources and Amounts	\$70,293
4) Recurring Costs	\$0

8. Project Sustainability

Will the project be sustained after ARPA funds are expended?

☒ YES

☐ NO

If yes, describe how your Department will address any ongoing project costs

Annual maintenance of the upgraded audio and visual systems will be accomplished with the existing budgetary resources of the Legislature.