

**Appendix 1****Statement of Work****1.0 GENERAL**

This document describes the products and service requirements related to the design and upgrades installation of AV Equipment in Mississauga Courtrooms.

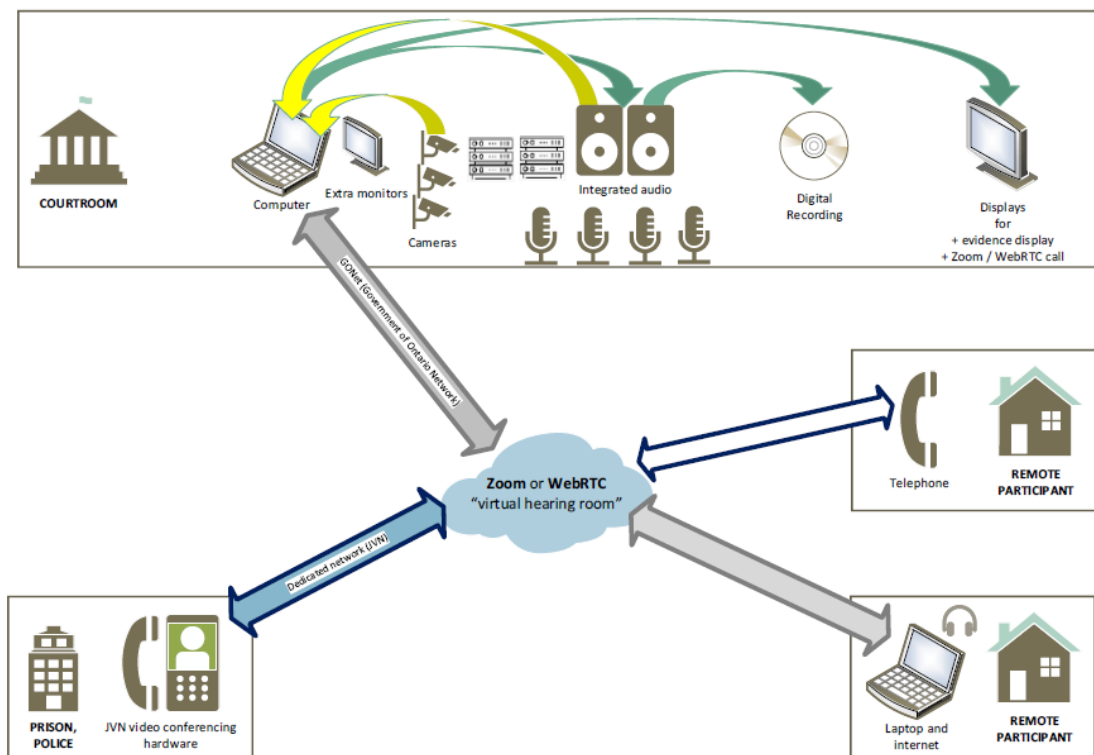
**2.0 OVERVIEW**

The Cities courtrooms need to be retrofitted to comply with directions from Ontario Ministry of the Attorney General.

All participants need to hear and be heard, to see and be seen. Consulting services, design and implementation advice is required.

**2.1. Scope of Work**

- Review the business processes that support all court proceedings.
- Conduct an on-site walk-through of each Courtroom to assess the A/V requirements of each courtroom.
- Recommend changes and timelines
- Provide detailed designs and drawings for each courtroom indicating construction plans, electrical, millwork, hardware mounting, etc.
- Provide training on how to operate and support the equipment
- Specify the appropriate equipment for each courtroom. Provide options and impacts of each option.
- Provide all labour, materials, and equipment costs required to transition each courtroom.
- Provide timelines to install, configure, test and train clients.
- Purchase and deliver equipment for installation.
- Assemble, test and modify all A/V equipment, integrate with Zoom
- Train staff on its operations.
- Provide ongoing support through an SLA.



Integrated audio system with cameras, displays and visual processing. Requires one computer to join the video meeting – but connects all of the cameras, displays and audio system to that computer, allowing everyone in the courtroom and in the remote meeting to see and be seen, and to hear and be heard.