



CITY OF MOUNT VERNON, N.Y.

Mayor Office

SHAWYN PATTERSON-HOWARD, MPA
Mayor

City Hall, One Roosevelt Square
Mount Vernon, NY, 10550
(914) 665-2362 – Fax: (914) 665-6173

JUAN PEREZ
Commissioner Management Services

June 5, 2026

VIA EMAIL:

Honorable City Council Members
City of Mount Vernon
1 Roosevelt Square
Mount Vernon, New York 10550

RE: Approval Authorizing the Mayor to Execute a 12-Month Justice AV Solutions (JAVS) Classic Coverage Extended Warranty, Preventative Maintenance, and Support Agreement for the City Hall AV and Recording Systems; FOR APPROVAL AT THE June 24, 2026 CITY COUNCIL MEETING

Honorable Councilmembers:

The Department of Management Services respectfully requests approval from the City Council authorizing the Mayor to execute a 12-month Classic Coverage Extended Warranty, Preventative Maintenance, and Support Agreement with Justice AV Solutions (JAVS) for the audio/video recording and conferencing systems installed in City Hall. The agreement covers the period of May 1, 2026 through April 30, 2027 and provides extended warranty coverage, bi-annual preventative maintenance, help desk support, and on-site response services for three (3) JAVS systems already deployed within City Hall.

These systems are used to record and produce the official audio/video record of public proceedings and meetings at the following City Hall locations:

- Council Chambers — HDX Recording System (SID-90200)
- Small Meeting Room — HDA System (SID-90201)
- Memorial Room — AO System (SID-90202)

The manufacturer's original one-year warranty on this equipment expires in April 2026. Without continued coverage, the City would be responsible for the full cost of any parts, labor, and on-site service required to keep these systems operational. The proposed agreement extends warranty coverage, provides scheduled bi-annual preventative maintenance, and establishes guaranteed response times — including a one (1) business hour initial response and two (2) business day on-site response for urgent issues such as the inability to record a meeting in progress. This is important because these systems produce the official record of City Council proceedings and other public meetings, and any extended outage would create both an operational and a public-transparency concern.

JAVS is the original equipment manufacturer (OEM) of the installed recording, audio, and video switching systems. The hardware, firmware, control software (AutoLog, Publisher, Viewer, MRA), and recording platform are proprietary to JAVS, and JAVS does not authorize third-party service of these systems. For this reason, JAVS is the only vendor able to provide warranty coverage, firmware updates, and on-site service for this equipment, and a competitive procurement is not available for this scope of work. This is the City's first maintenance agreement with JAVS following the initial installation, and it is needed to maintain continuous coverage as the manufacturer's original warranty expires.

“The Jewel of Westchester”



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Contract Summary:

- **Vendor:** Justice AV Solutions (JAVS).
- **Term:** 12 months, May 1, 2026 through April 30, 2027.
- **Services:** Extended warranty, bi-annual preventative maintenance, help desk support (Mon–Fri, 8:00 AM – 9:30 PM EST), on-site warranty support, and tiered response times (Urgent: 1 business hour initial / 2 business days on-site).
- **Covered Systems:** Council Chambers HDX Recording System, Small Meeting Room HDA System, and Memorial Room AO System.
- **Fixed Fee:** \$19,110.00, plus any applicable state and local taxes.
- **Funding Source:** Budget line A1680.404.
- **Procurement Basis:** Sole source — JAVS is the OEM and sole authorized servicer of the installed proprietary recording systems.

Management Services has reviewed this agreement with Finance and Legal as part of the normal contract review process and has confirmed that funds are available in budget line A1680.404. Because these systems are already installed and are the official record-keeping platform for City Council and other public meetings, continuity of coverage is important to avoid disruption to City operations and to limit the City's exposure to out-of-pocket repair costs once the manufacturer's warranty expires.

Should this request meet with the approval of the City Council, the City will proceed with any additional approvals required through the Board of Estimate and Contract, and the Mayor will be authorized to execute the JAVS Classic Coverage Extended Warranty, Preventative Maintenance, and Support Agreement.

Thank you for your consideration.

Respectfully,

Commissioner Management Services
cc: Shawyn Patterson-Howard, Mayor
cc: Brian Johnson, Corporation Counsel
cc: Darren Morton, Comptroller