



## Snohomish County

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May 15, 2024

**County Executive**  
Dave Somers

To: Jared Mead, Chair  
Snohomish County Council

Nate Nehring, Vice Chair  
Snohomish County Council

From: Kent Patton, Communications Director  
Snohomish County Executive Office

CC: Heidi Beazizo, Chief of Staff  
Snohomish County Council

Laura Tanis, Communications Manager  
Snohomish County Council

Alessandra Durham, Chief of Staff  
Snohomish County Executive Office

RE: Snohomish County TV Budget Condition

The Snohomish County Council included a 2024 Budget Condition requesting a report on the implementation plan for Snohomish County TV. I'm pleased to let you know that we have finalized our plan (attached below this memo) and are prepared to begin the purchase and installation of the equipment.

In 2023, we hired an expert consultant to help us develop an equipment list and implementation plan. Through weekly meetings, a site visit, and significant consultations with County partners, we determined that the best course of action would be to implement the plan in three stages. Stage one involves preparing the production room, which will be the heart of Snohomish County TV's operations. Feeds from both the Jackson Board Room and Superior Court 201A will all lead into the production room in the basement of the courthouse. Stage two is the installation of equipment in the Jackson Board Room and Superior Court 201A. Stage three is the purchase of plug-

and-play equipment that allows us to record and produce video from anywhere on campus or remotely. There will be additional stages as capital revenue becomes available, including the equipment required for recording meetings taking place in the Stillaguamish and Skykomish in the Drewel Building.

We are hoping to begin acquiring equipment in the near future and starting stage two installation as quickly as possible. We will confirm a timeline for completion of all three preliminary stages when we have a better sense of equipment availability and shipping times.

I appreciate the partnership with the Snohomish County Council and will continue to keep leadership informed of any major developments. Once the equipment purchase and installation are on track, I will complete draft governance and editorial policies. I look forward to collaborating with Council Leadership on these policies to ensure our alignment and the successful launch and continued operations of Snohomish County TV.

If you have any questions, please don't hesitate to reach out.

# Snohomish County TV Scope and Equipment Plan May 2024

## Project Overview

Snohomish County cable TV providers have partnered with the County to collect PEG funding for a government access cable channel. To meet the demand for this broadcast, the County is working to purchase the equipment necessary for signal and recording conversion, and signal delivery to Comcast, Ziply, and Wave.

There will be a production space in the courthouse basement that will take signals and videos from County meeting spaces, as well as prerecorded videos from County departments/offices, and convert them into cable signal for delivery to the TV providers. From this production space, operators will have the ability to talk back to each meeting space, control the installed cameras in each meeting space, and process and edit videos recorded on campus and at outside locations.

There are three geographically separate meeting locations that will have equipment installed for filming County proceedings: council chambers, courtroom 201A, and the connected Stillaguamish/Skykomish rooms in Admin East. Each require camera and sound equipment purchase and installation, which will include mounting hardware and running cables. Because the initial project budget is minimal, the Stillaguamish/Skykomish meeting rooms will be constructed in a future phase (2027, at the earliest).

In addition to installed equipment, the project will purchase field cameras and sound equipment. This equipment will be used to film meetings in the Stillaguamish/Skykomish meeting rooms, as well as public events such as ribbon cuttings and off-campus meetings. Due to the low level of specialization required to operate this equipment, it will be purchased after full setup of the production space has been completed.

Construction is scheduled to begin in 2024, with a full budget of \$520,000 for all three projects, broken down below:

Location	Type	Budget
Production space	Physical construction (demo, reconfiguration, furniture, lighting)	\$80,000
Production space, all meeting locations	Equipment purchase, installation, configuration	\$340,000
Field cameras (3), studio-in-a-box	Plug-and-play equipment purchase	\$100,000

Included below are a detailed scope and equipment list for each item in this table.

## **Priority 1: Production Space (County Campus)**

### ***Phase 1: Physical Construction (to be performed by the County Facilities team)***

Located in the courthouse basement, this production space will tie into the County fiber network and deliver signal to cable TV companies. This room is divided into two sections: the control room and a storage/staging space; only IT staff will be accessing the storage/staging space. This is the first priority because without it the channel cannot function.

For the control room, a remodel will be required, including the following:

- Track lighting
  - Key principle: We don't want strong lighting that would add glare to monitors. Arm lighting on wall would work or desk lamps. (Would probably need two Dash models per workstation, since they are fairly limited range of illumination.)
  - Potential for adding "arm lighting" on wall instead of overhead track lighting, task lights, or strip lights
    - DASH lights
    - Maybe attach to rack?
- Acoustic treatment (dampening, not full sound proofing)
  - Acoustic panels on walls can work. They just needed a few (six in their case). Anything to lessen echo and make it easy to communicate. Lots of companies sell these, including Amazon and Home Depot, t very affordable prices. We should consider a good color (e.g. blue) to liven up the space. Or find some that have a motif printed on them.
  - Addition of door between rooms
- Carpeting (NOTE: will be placed on top of existing flooring)
- Furniture for two staff with large monitors and A/V equipment and two visitors/guest chairs
  - At an earlier discussion, the PM team requested specialized furniture, but surplus furniture will serve the needs of part-time staff to operate the channel in its launch phase
  - There will be equipment racks in the room to handle hardware required to edit and convert videos
  - Jill to take photos of Everett production space ASAP and send to team
- Door installation between control room and storage/staging space
  - Requested to minimize noise from storage/staging space fan
  - Telecom key to secure this door
  - Door will be secured, and IT will support producer access as needed
  - Staff accessing this area and courtroom will require additional clearance (fingerprinting, CJIS) OK.
- Demo, cleanup and removal of retired telecom equipment (IT line item)
  - Plywood to stay on west wall due to panels required in SW corner
  - North and east walls will have plywood removed
- Demo, cleanup and removal of retired overhead equipment (IT line item)
  - Lighting tied to rack, so that will stay in place
- Paint (Facilities line item; to take place after IT has completed wall/overhead removals) Final determination on final resting place for racks will be made with installer input.

Facilities and IT staff have toured this space multiple times and are in agreement about standards and requirements. PM staff are happy to provide clarifications to these requests; there is no equipment list for this space, since the construction is being performed internally by Facilities and IT.

## Priority 1: Production Space (County Campus)

### ***Phase 2: Equipment Purchase – Video Production and Editing; Signal Conversion and Delivery***

This production space will be the eventual work location for production team. At least initially, the Executive’s Communications Director will oversee operations and leverage part-time consultants to support startup production needs and establish governance. The equipment listed below is necessary for receiving signals from campus meeting locations; processing, editing, and converting signals to cable-ready formats; communicating between the production space and each campus meeting space; and delivering signals to the cable drop locations.

<b>Quantity</b>	<b>Equipment Description</b>
1	Skaarhoj PTZ-EXTREME-V2B PTZ Extreme w/Blue Pill Inside
1	Vizrt FG-003245-R001 TriCaster 1 Pro 2RU
1	Vizrt FCP Flex Control Panel
1	Vizrt PTUTC1P2RU ProTek Ultra for TriCaster 1 Pro 2RU
1	Vizrt PTU-000000064 ProTek Ultra for Flex Control Panel
1	Vizrt PTUNC2I/O ProTek Ultra for NC2 I/O
1	AJA Video Systems KUMO-3232-12G KUMO 32x32 Compact 12G-SDI Router, with 1 Power Supply
1	AJA Video Systems KUMO-CP2-R0 2RU Hardware Control Panel for KUMO Routers
1	AJA Video Systems 3G-AMA-R0 3G-SDI 4-Channel Analog Audio Embedder/Disembedder, bal. XLR
4	AJA Video Systems 3GDA-R0 1x6 3G HD/SD SDI reclocking Distribution Amplifier, 120M 3G cable equalization
2	Decimator Design MD-HX MD-HX: HDMI/SDI Cross Converter w/ Scaling & Frame Rate Conversion
1	Blackmagic Design SmartScope Duo 4K 2 Dual Rack Mount Monitor With WaveForm/Vector Scope
1	Blackmagic Design HyperDeck Studio HD Pro Dual Hard Disk SDI Video Recorder
8	Samsung 860 EVO 2.5" 2 TB EVO 2.5" 2TB SSD Drive
2	Yamaha Commercial Audio HS5I POWERED SPEAKER SYSTEM
1	Gator Cases GFW-SPKSTMNDSK-WDG Pair of Desktop Wedge Stands for Small to Medium-Size Computer Speakers & Studio Monitors
1	Yamaha Commercial Audio DM3S Professional 22 Ch Ultracompact Digital Mixer
1	QSC TSC-101-G3 Q-SYS 10.1" PoE Touch Screen Controller for In-Wall Mounting. Color – Black only
1	QSC TSC-710t-G3 Table top mounting accessory for TSC-70-G3 and TSC-101-G3.
1	QSC CORE 8 FLEX
1	TOA Electronics PM-660U Desktop Paging Microphone- 600 Ohms-Balanced- PTT Switch- 6 ft. Unterminated 4-Conductor Cable
1	Netgear GSM4230PX-100NAS M4250 26G4XF POE plus MNGD SW

1	SurgeX UPS-2000-OL 2000VA Online Double Conversion UPS, 2U, 120V/20A, 5 Receptacles
4	SurgeX SX-1115-RT Rack Mount Surge Eliminator and Power Conditioner w/Remote, 1RU
1	Lowell LER-4427-BAV Encl Rack Bundle 44Ux27D
1	Bittree BIT-S64S-1MWNBK Bittree S64S-1MWNBK 64-Point 12GHz 4K/8K Mini-WECO Mid-Size Video Patchbay - 2x32 1RU
1	Custom Rack Hardware And Panels Rack Hardware, Screws, And Mounting Hardware
1	Cabling - Cabling And Connectors For New Cameras, SDI Extension, SDI Patchbay Cables, Press Feeds, And Fiber Adapters
4	Primacoustic F102 2448 03 2" Broadband Panel 24" x 48" x 2", square edge- Beige

**Priority 1: Production Space (County Campus)**

***Phase 3: Equipment Purchase – Storage and Playback***

The cable channel will have ongoing needs for delivery of high-quality programming to County residents. The equipment listed below is necessary for data storage to meet signal needs and will require close coordination with County IT staff.

<b>Quantity</b>	<b>Equipment Description</b>
1	Castus CSTQR-202 CASTUS QR 202 - Two Input with Two Channel Server
1	Budget Item Archival Storage 50 Terabytes Of Archival Network Storage. Final Solution To Be Coordinated With IT



## Priority 4: Production Space Setup (Processing Portable Camera Content)

### Phase 4: Equipment Purchase – Field Cameras and Studio in a Box

The equipment listed below is necessary for processing, editing, and converting recordings from studio in a box cameras and field cameras to be cable TV-ready. Because these cameras can be used by both specialized and non-specialized staff, and the product of these recordings is not our highest priority, this equipment is placed at a later phase of the project. This processing equipment will be required prior to field recordings being processed for broadcast.

Quantity	Equipment Description
1	Dell XPS17 Processor 13th Gen Intel® Core™ i7-13700H (24 MB cache, 14 cores, up to 5.00 GHz Turbo)
1	ADK Z790 Model FX Case 1 x Fractal Design Define 7 Black Power Supply 1 x XPG COREREACTOR II 850W PCIE 5 & ATX 3.0 Power Supply Processor 1 x Intel
1	Blackmagic Design BDLKULSDMINI4K UltraStudio 4K Mini
1	Blackmagic Design SmartScope Duo 4K 2 Dual Monitor With Waveform And Vector Scope
1	Blackmagic Design HyperDeck Studio HD Pro Dual Hard Disk SDI Video Recorder
8	Samsung 860 EVO 2.5" 2 TB EVO 2.5" 2TB SSD Drive
2	Yamaha Commercial Audio HS5I POWERED SPEAKER SYSTEM
1	Gator Cases GFW-SPKSTMNDSK-WDG Pair of Desktop Wedge Stands for Small to Medium-Size Computer Speakers & Studio Monitors
1	Cabling - Cabling And Connectors For New Cameras, SDI Extension, SDI Patchbay Cables, Press Feeds, And Fiber Adapters

**Priority 2: Council Chambers (Jackson Boardroom)**  
**Phase 5: Equipment Purchase – Televising Council Meetings**

A primary function of the government access channel will be providing Snohomish County residents with live access to public meetings, as well as broadcasting replays of important meetings. A recent remodel of the council chambers included equipment to support virtual meetings, but there are differences between the quality required for a virtual meeting and that required for a TV broadcast. The equipment listed below is necessary for developing high-quality council meeting broadcasts.

<b>Quantity</b>	<b>Equipment Description</b>
1	Visionary Solutions PacketAV Duet 2 Decoder A/V Decoder
1	Decimator Design MD-HX MD-HX: HDMI/SDI Cross Converter w/ Scaling & Frame Rate Conversion
2	AJA Video Systems FiDO-4R-R0 4-Channel Single Mode LC Fiber to 3G-SDI Receiver
2	AJA Video Systems FiDO-4T-R0 4-Channel Single Mode LC Fiber to 3G-SDI Transmitter
4	AJA Video Systems 3GDA-R0 1x6 3G HD/SD SDI reclocking Distribution Amplifier, 120M 3G cable equalization
1	Bittree S64S-1MWNBK 64-Point 12GHz 4K/8K Mini-WECO Mid-Size Video Patchbay - 2x32 1RU
1	Custom Rack Hardware And Panels Rack Hardware, Screws, And Mounting Hardware
1	Cabling - Cabling And Connectors For New Cameras, SDI Extension, SDI Patchbay Cables, Press Feeds, And Fiber Adapters

**Priority 3: Superior Court (Courthouse Courtroom C-201)**

***Phase 6: Equipment Purchase – Televising Court Proceedings***

A primary function of the government access channel will be providing Snohomish County residents with live access to court proceedings, as well as broadcasting replays of important court proceedings. The equipment listed below is necessary for televising court proceedings recordings. Necessary asbestos abatement shall be included in any proposal or quote submitted and will require close coordination with County Facilities staff.

<b>Quantity</b>	<b>Equipment Description</b>
2	QSC NC-20x60 20x Optical Zoom 60° Horizontal Field of View, PTZ Network Camera, PoE, with HDMI and SDI output. Includes PTZ-WMB1 wall mount bracket.
1	Visionary Solutions PacketAV Duet 2 Decoder A/V Decoder
3	Decimator Design MD-HX MD-HX: HDMI/SDI Cross Converter w/ Scaling & Frame Rate Conversion
2	QSC NV-21-HU
2	AJA Video Systems FiDO-4R-R0 4-Channel Single Mode LC Fiber to 3G-SDI Receiver
2	AJA Video Systems FiDO-4T-R0 4-Channel Single Mode LC Fiber to 3G-SDI Transmitter
1	Bittree S64S-1MWNBK 64-Point 12GHz 4K/8K Mini-WECO Mid-Size Video Patchbay - 2x32 1RU
1	RapcoHorizon Custom Custom 8 Output Audio Mult For Press Connection In The Courtroom. Includes Line Level and Includes Outputs On Wall Plate
1	MSI - Custom Hardware Camera Flag For Jury Privacy As Needed
1	Custom Rack Hardware And Panels Rack Hardware, Screws, And Mounting Hardware
1	Cabling - Cabling And Connectors For New Cameras, SDI Extension, SDI Patchbay Cables, Press Feeds, And Fiber Adapters

## Priority 4: Studio in a Box

### Phase 7: Equipment Purchase – Portable Production Capacity

A primary function of the government access channel will be providing Snohomish County residents with live access to public meetings, as well as broadcasting replays of important meetings. This includes meetings that take place on the County campus where there is not sufficient funding to install permanent broadcast equipment, as well as meetings that take place off the County campus. The equipment listed below is necessary for developing high-quality field meeting recordings and broadcasts. This equipment will be used by both specialized and non-specialized staff and will not need to be connected to the County network or permanently installed.

Quantity	Equipment Description
1	TriCaster Mini X HDMI Bundle - includes TriCaster Mini X HDMI, TriCaster TC Mini 4K CS, and NewTek custom travel case
3	NDIHX-PTZ3B NDI HX - PTZ3 Camera - Black
1	Netgear GSM4230PX-100NAS M4250 26G4XF POE plus MNGD SW
3	Manfrotto MVK504TWINGA 504X Fluid Video Head with Aluminum Twin Leg Tripod with Ground Spreader
3	Decimator Design MD-HX MD-HX: HDMI/SDI Cross Converter w/ Scaling & Frame Rate Conversion
1	Lilliput Q31-VBP 31.5 Inch Base Mount 12G-SDI and HDMI Professional Production Studio Monitor with V-Lock Battery Plate
1	Blackmagic Design HyperDeck Studio HD Pro Dual Channel Hard Disk Recorder
4	Samsung 860 EVO 2.5" 2 TB EVO 2.5" 2TB SSD Drive
1	Kiloview P3 5G Bonding Video Encoder
1	Roadcase.com Custom Video Rolling Case With Monitor Bracket, Pull Out Shelves, And Fold Out Table.
1	Roadcase.com Custom PTZ Camera Storage And Cable Case
1	SurgeX SX-1115-RT Rack Mount Surge Eliminator and Power Conditioner w/Remote, 1RU
1	SurgeX UPS-1000-LI-2 Line Interactive UPS with Surge Eliminator and Power Conditioner, 1000VA, 2RU, Credenza Friendly
1	Custom Rack Hardware And Panels Rack Hardware, Screws, And Mounting Hardware
1	Cabling - Camera Low Voltage Cabling, Video Patch Cables, And Power Extension Cables

## Priority 4: Field Cameras

### Phase 8: Equipment Purchase – Portable Cameras

A secondary function of the government access channel will be providing Snohomish County residents with live access to County events, as well as broadcasting replays of important events. This includes events that take place on the County campus outside of established broadcast-ready spaces, as well as events that take place off the County campus. The equipment listed below is necessary for developing high-quality event recordings and broadcasts. This equipment will be used by both specialized and non-specialized staff and will not need to be connected to the County network or permanently installed.

Quantity	Equipment Description
3	Panasonic AG-CX350PJ UHD HAND-HELD CAMCORDER WITH 1" MOS SENSOR. 20X OPTICAL ZOOM LENS, 4K / 60P CAPABILITY, NDI, RTMP STREAMING, HDMI A
3	Panasonic AG-BRD50P Dual battery charger for AG-BRD50P, AG-VBR118G, AG-VBR59P, AG-VBR89G
8	Panasonic AG-VBR118G Battery used with AU-EVA1, AG-CX350/DVX200/UX90/UX180/PX270/PX230 (11800mAh).
3	PortaBrace CAR-AGCX350 Ultra-Lightweight Carrying Case for the Panasonic AG-CX350
3	Manfrotto MVK504TWINGA 504X Fluid Video Head with Aluminum Twin Leg Tripod with Ground Spreader
9	SanDisk SDSDXXY-512G-GN4IN 512GB Extreme PRO SDXC UHS-I Memory Card
3	Dracast DRDRENGKBV Pro Series Bi-Color 4-Light ENG Kit with V-Mount Battery Plates
3	Sennheiser EW 100 ENG G4-JB EW 100 ENG G4-JB
3	Sennheiser MD 46 MD 46 Microphone
1	Cabling - Cabling And Connectors For New Cameras, SDI Extension, SDI Patchbay Cables, Press Feeds, And Fiber Adapters