

FDFA Convention 2017 RFP Results and Recommendation for Audio Visual and Security Companies

As part of regular internal processes to ensure the FDFA is receiving the best price and quality, a RFP process was completed for security and audio-visual services for the upcoming convention.

Audio Visual: The FDFA requires specific audio-visual equipment for the operators meeting, all lunch presentations and the Gala evening.

Recommendation: to contract Freemans for the 2017 convention's audio-visual needs. Given they are partnered with the Westin as the in-house A/V company, they are motivated to provide excellent service at a competitive price and have resources and experienced staff available at all times, should we have last minute changes/additions.

Company	Total Quote	Notes
Freemans	\$12,254	The hotel's in-house A/V company – staff is always on-hand if there are any issues or last-minute changes. A large well-respected company.
CCR	\$10,812	Their quote is lower which leaves me concerned with how experienced their staff is – having experienced technicians is vital. I have never known anyone to work with this company and could not find any reviews or recommendations.
Audio Visual Odyssey	\$18,620	Located in Toronto and provided A/V for our 2016 convention. They are a boutique-style company that focuses on service for smaller companies. Their objective is to understand our event/needs etc. and provide service year after year, minimizing the work and risk involved with producing quality A/V service. Will consider them next year in Toronto.

Security: a 25-hour security guard is required for the trade floor, to ensure only registered delegates enter the floor and to ensure no one is in the area after hours.

Recommendation: to hire Elite Security to provide one guard for the trade floor. Although there are many security company options providing similar quality of service, I found my communications with Elite to be more professional and their quote is competitive.

Company	Website	Total Cost	Comments
Elite Security	http://www.montrealelitesecurite.com/	\$1,657	Provided a professional proposal and online company reviews were good.
I.G.S. Security	http://igssecurity.com/	\$1,790	
Guard Experts	http://guard-experts.com/	\$1,620	