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|  <p style="text-align: center;">Council Communication Office of the City Manager</p> | Date: July 25, 2016 |
| | Agenda Item No. 39 Roll Call No. <u>16-1225</u> Communication No. <u>16-399</u> Submitted by: Scott E. Sanders, City Manager |

AGENDA HEADING:

Approving the purchase of additional services to relocate the voting and audio systems for the City Hall Council Chambers from Triad Productions, Inc.

SYNOPSIS:

Recommend approval of Change Order No. 1 in an amount not to exceed \$11,952.43 with Triad Productions, Inc., Dick Trump, President, 1910 Ingersoll Avenue, Des Moines, IA 50309.

FISCAL IMPACT:

Amount: \$11,952.43

Funding Source: 2016-17 Operating Budget, Finance, Page 91, Org, ND405643, OP204, Unallocated General Fund

ADDITIONAL INFORMATION:

City staff was directed to provide a Council meeting area at the Municipal Service Center building during the renovation of City Hall and to make provisions so the City Council meetings and other meetings would continue to be recorded and broadcast on television, specifically Mediacom Channel 7. In coordination with the physical development of a new dias, stage, and Council ready room, accommodations were made to move the Public Information Office into an adjacent room to the new Council Chambers to facilitate this request.

The complexity of adapting the existing City-owned portable audio system to the existing equipment at the Municipal Service Center system proved more complicated than was expected. An original contingency of 10% was anticipated to be sufficient at the time of the initial bid, but the project had an overrun. This was based on equipment failure prior to the move, a power failure that occurred at the Municipal Services Center, and some changes to the voting system to ensure a smooth recovery in time for the next Council meeting.

PREVIOUS COUNCIL ACTION(S):

Date: April 25, 2016

Roll Call Number: [16-0703](#)

Action: [Triad](#) Productions Inc. (Dick Trump, President) for procurement of services to relocate the City Clerk's Office voting system and audio system from City Hall Council Chambers to the Municipal Service Center, \$45,000. ([Council Communication No. 16-224](#)) Moved by Hensley to adopt. Motion Carried 6-1. Nays: Coleman.

BOARD/COMMISSION ACTION(S): NONE

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE

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