

Good morning Your Honor,

Attached is a proposed contract with McCann Systems LLC for the design-build of the AV and voting system upgrade in the BOR chambers (RFP 2023.0109). If agreeable, ***please forward this email and its attachments to the City's Board of Finance and Board of Representatives for consideration/approval.***

McCann will upgrade the BOR Chambers and related control systems to utilize current, reliable and supportable technology to allow the city to conduct Board and Committee meetings and other presentations requiring internal AV support and broadcast. McCann's compensation for the design/equipment/build of the AV project will be \$275,0004.00. The work will begin if/when this contract is fully executed and should be completed within 60 days thereafter.

There is also a services component to this contract. McCann will provide maintenance and support for 3 years after the City accepts the completed work. The fee for these services is \$69,377.00 for all three years, not per year. This services agreement will auto-renew for 1 year every year after the third year until terminated by either the City or McCann. The per/year fee for these services, if extended beyond 3 years, shall not increase by greater than 5% in any given year.

Please contact Josie Carpanzano, the City's Deputy Director of Operations, if you have specific questions regarding this project, the future maintenance and/or the associated fees. You may, of course, contact me at your convenience if I may be of any further assistance to you in this matter.

Thank you,

****Please note that there is a typo in the draft Agreement I sent you. The 3rd paragraph in Sec. 4. Commencement and Completion of Work should begin with "Within sixty (60) days of the Commencement Date." This will be corrected in the signed version that I will forward you as soon as I receive it from McCann.

Thank you,

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