

City of La Quinta

CITY COUNCIL MEETING: September 15, 2015

STAFF REPORT

AGENDA TITLE: RATIFY PURCHASE OF DAIS TABLETOP FOR COUNCIL CHAMBERS

RECOMMENDATION

Ratify the purchase of the dais tabletop for the Council Chambers.

EXECUTIVE SUMMARY

- After awarding the Council Chamber audio/visual/control system project, it was determined that the dais tabletop needed to be replaced to accommodate the new equipment.
- As there were no City Council meetings scheduled for August 18 and September 1, it was necessary to obtain City Manager approval for an emergency purchase in order to have the Council Chamber project completed before Council reconvened on September 15, 2015.
- Staff solicited bids and three were received.

FISCAL IMPACT

The cost for this additional work was \$42,800. Funds were available in the Capital Improvements Project for Citywide Maintenance.

BACKGROUND/ANALYSIS

The City circulated a request for proposals to replace the audio/visual system in the Council Chambers. The project budget was \$200,000. On July 7, 2015, the City Council approved an agreement for \$179,995 with AVIR Incorporated to replace the audio/visual/control system.

When the old equipment was removed, it was determined that the dais tabletop must be replaced. The new monitors, microphones and voting boards could not be easily retrofitted into the existing tabletop. Bids were solicited from multiple contractors and three bids were received. Carmel Mountain Cabinetry's bid in the amount of \$42,800 was selected as the lowest and best bid. They have built and installed a new tabletop and lectern.

ALTERNATIVES

Since this this work was required, no alternative is recommended.

Report prepared by: Steve Howlett, Golf, Parks, & Facilities Manager

Report approved by: Edie Hylton, Deputy City Manager