City of Carroll

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MEMO TO: Honorable Mayor and City Council Members

FROM: Mike Pogge-Weaver, City Manager MSP-W

DATE: November 7, 2019

SUBJECT: Carroll Public Library/Carroll City Hall Audiovisual Package
Change Order No. 2

During work to finalize the audiovisual equipment at the Library, it was discovered that a couple of items need to be modified. The changes are as follows:

Replace the AV Cabinet in the community room	$4,722.00
Credit for returned product	- $950.00
Total Change Order No. 2	$3,772.00

The audiovisual portion of the project was included in the miscellaneous line item of the overall Library/City Hall budget which is currently below what was budgeted and unless an unforeseen item is encountered it is expected this area will be under what was budgeted.

RECOMMENDATION: Mayor and City Council consideration and approval of Change Order No. 2 to the Carroll Public Library/Carroll City Hall Audiovisual Package in the amount of $3,772.00.