



TO: Mayor Jim Gray  
Urban County Council

FROM:   
Geoff Reed, Commissioner, General Services

CC: Jamshid Baradaran, Director, Facilities & Fleet Management  
Chris Litton, Project Program Manager, General Services  
Teresa Grider, Administrative Officer, Facilities & Fleet Management

DATE: January 3, 2019

SUBJECT: Request Council Authorization to Execute Change Order #1 with Link Electric Co #637-2018

**Request authorization to:** Execute Change Order #1 with Link Electric Company in the amount of \$3,922.00 for the DAC Black Box Theatre Lighting & Controls Upgrade Project #637-2018. The new contract amount including this change order is \$158,262.00.

**Why are you requesting?** Execute Change Order #1 with Link Electric Company in the amount of \$3,922.00 for the DAC Black Box Theatre Lighting & Controls Upgrade Bid #637-2018. The new contract amount including this change order is \$158,262.00.

Per PR #1, the DAC Black Box Theatre end-user requested additional control of the (6) interior theater lights not formerly on separate controls. This required additional DMX terminations, CAT 5E cabling and an 8-Port Gateway controller to make these function as requested.

**Department needs this action completed because:** To adjust the contract as required for construction.

**What is the cost in this budget year and future budget years?**

The cost for this FY is: \$3,922.00

The cost for future FY is: N/A

**Advance Document Review:** Law Dept. N/A {Yes/No, Completed By [Attorney Name, Date]}

Risk Management N/A {Yes/No, Completed By [Official, Date]}

**Are the funds budgeted?**

**The funds are budgeted or a budget amendment is in process:** Budgeted

**Account number:** 2607-707201-0001-76101

**Project/Grant ID:** FACILITY\_2017

**Activity:** BUILD\_IMPR

**Budget Reference:** 2017

**Current Balance:** \$24,566.16



**File Number: 0021-19**

**Director/Commissioner:**

Jamshid Baradaran, Director, Facilities & Fleet Management  
Geoff Reed, Commissioner, Department of General Services

