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**To:** Mayor Nelson and Members of the City Council

**From:** Daniel R. Buchholtz, MMC, Administrator, Clerk/Treasurer

**Date:** April 11, 2024

**Subject:** Award Low Voltage Wiring Quote

Staff is seeking authority to enter into an agreement with its IT provider, CIT, to install the low voltage wiring throughout the City Hall building as part of the City Hall Renovation/Expansion project.

The quotes includes the installation, termination, testing and labeling of 230 CAT-6 data cables, the wall mount data cabinet for the intermediate distribution frame (IDF) system, installation, termination, testing and labeling of six strands of fiber from the IDF to the server room, all required equipment and patch cables.

The cost of the work will be \$109,775. Staff is also seeking the City Council to authorize a 10% contingency, bringing the total cost to \$120,750. The contingency will allow for minor field adjustments to be made without having to seek further City Council authority. This work is included in the City Hall Renovation/Expansion project budget.

If you have any questions, please do not hesitate to contact me at 763-784-6491.