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**From:** Andrew Menzes  
**Sent:** Saturday, March 9, 2019 11:40 AM  
**To:** matt garland  
**Subject:** Re: Audio Equipment Purchase

On Fri, Mar 8, 2019, 12:36 PM Andrew Menzes <[macksgeemail@gmail.com](mailto:macksgeemail@gmail.com)> wrote:  
Hi Matt,

I have everyone on copy in this email. Attached are 2 estimates #4 is for the Audio Equipment and #5 is for labor and setup. (The Clerk's office wanted 'em separate last time)  
That being said, please feel free to disseminate this email to all parties you see fit.

I did a complete mental run through and priced out the products our system needs. I've included additions or replacements where applicable or needed.

In my professional opinion, this list below would be the most economical way to bring our audio system up to speed and include items the council has needed at past community events.

As a note, all purchasing and setting up of our new equipment listed in this estimate is to be handled by us so we will not be charged an arm and a leg for a system we have to tear down and reconfigure anyway.

For safety all items will be delivered to our storage at Kristina's Office from there I will inventory and then assemble them as they come in. A few items were lagging on Coastal SPNC's recent order so I am hesitant to give an, "up and running date," until I see some shipping invoice dates from the audio equipment suppliers.

Items listed below will meet and follow 4 criteria;

- 1) Ease of use. -If we have an emergency meeting, The system can be used and setup by any board member or person filling my position.
- 2) Size and Storage. -System is Safe and Portable also it does not take up more than the necessary storage space for Kristina's peace of mind.
- 3) Minutes and Clerical. -System is built to be the best and simplest way for our Minute taker to hear, use and receive recordings of board actions, votes, etc.
- 4) Board and Stakeholder needs. - System is compatible with all ADA Hard/Loss of Hearing, Foreign language translator, Public presentation and Local News/TV Equipment (Rare, but we've supplied it at our public CD15 Candidate forum before).

\*\*All audio equipment estimates are at cost and in US dollars, Price checked 3/8/2019 shipping and taxes included then rounded up to nearest \$10.\*\*

#### **Needed New Audio Equipment**

Cables- \$120 (XLR)

Wireless Microphone System- \$470 (FCC 2020 Compliant)

PA Monitors- \$300

PA Monitor Stands- \$100

Digital Audio Recorder- \$250  
Audio Rack Road-Case - \$500  
USB Data Sticks -\$50 (Audio Minutes)

**Audio Total \$1790-**

**Labor and Setup \$ 537**

**Estimate Total \$2327-**

As always feel free to contact me if you have any questions or concerns.

**"That Audio Guy"**

**ANDREW PHILIP MENZES AUDIO SERVICES**

**-Andrew Menzes**