

# ANDREW PHILIP MENZES

## AUDIO SERVICES

*“Serving the Harbor Area Since 2008”*

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### **Scope of Work**

At the request of The Central San Pedro Neighborhood Council, ANDREW PHILIP MENZES Audio Services, is to provide the following audio technical services;

- 1) Pickup and Delivery to and from storage.
- 2) Audio Equipment Setup.
- 3) An onsite Audio Technician(s) for Board and Stakeholder Meetings.
- 4) Audio Equipment Strike.
- 5) Yearly Audio Equipment Maintenance

At the request of the Central San Pedro Neighborhood Council, ANDREW PHILIP MENZES Audio Services, may also provide;

- 1) Audio Recording Minutes
- 2) Data Storage
- 3) Overnight Equipment Storage
- 4) Board and Stakeholder Meeting Room Setup
- 5) Audio Setups for any Outreach or Special Meetings
- 6) New Audio Equipment Purchases
- 7) Batteries and other Equipment Consumables
- 8) Audio Equipment Rental

### **Our Service Rates**

\$50 per hour Pickup and Delivery

\$50 per hour Strike and Set Rate

\$65 per hour Audio Technician Rate

**All rates are billed in ½ hour increments.**

**We understand each Neighborhood Council's needs are unique.**

**We will gladly help with any ideas or changes to your audio service needs.**

**This Document was Prepared for The Central San Pedro Neighborhood Council for Fiscal Year 2019/20**