



## MEMORANDUM

**To:** Coppell Recreation Development Corporation

**From:** Vicki Chiavetta, Director of Library Services

**Date:** November 6, 2015

**Reference:** Consider approval to enter into an agreement with NEMA 3 Electric, Inc. for the installation of data, AV and cable wiring for the Cozby Library and Community Commons, in the amount of \$58,225.15 as budgeted; and authorizing the CRDC Board President to sign any necessary documents.

**2030:** Community Wellness and Enrichment: Community Gathering Places, Community Education Programs and Support of Top Quality Schools  
Business Prosperity: Provide services in Library for local home-based offices

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### Introduction:

Technology needs for the library expansion project include the appropriate cabling, data/network drops and electrical connections to support audio/visual equipment, wireless internet, security cameras and computers to be installed in the facility. NEMA 3 Electric, Inc. is the City of Coppell's current electrical vendor for this type of professional service. NEMA is familiar with the requirements of the City's Information Systems Department and will install the necessary components to IS specifications.

### Analysis:

For the last few years, the City has invested in upgrading technology that will support the needs of the community. The library is planning to install public and staff computers, security cameras, and A/V equipment in conjunction with the expansion project, which requires a robust infrastructure to support it. Library staff consulted with the Information Systems Department during the design process to ensure that the library would be equipped with the proper cabling, drops and connections recommended by IS. NEMA, as the City's electrical vendor, was also consulted to ensure that the library design included the necessary components for all technology equipment. NEMA provided a quote to the library and is recommended by IS and by the Library for completing this work.

**Legal Review:**

N/A

**Fiscal Impact:**

On September 23, 2015, the CRDC approved a contract with T.S. Byrne Management, Inc., for the Guaranteed Maximum Price for the construction of the library. The NEMA contract is one of several that are not included in the construction contract. An allowance of \$75,000 for Data, AV and Cable wiring was included in the overall project budget. NEMA's contract came in under budget at \$58,225.15.

**Recommendation:**

The Library Department recommends approval of this item pending Coppell City Council approval on Tuesday November 10, 2015.