

Memorandum

REPORT TO: City Commission

FROM: Scott McMahan, IT Director

SUBJECT: Authorize the City Manager to Sign a Professional Services Agreement and Statement of Work with AVI Systems, Inc. for Audio Visual Consulting and Design Services

MEETING DATE: May 13, 2025

AGENDA ITEM TYPE: Agreement - Vendor/Contract

RECOMMENDATION: Authorize the City Manager to sign Professional Services Agreement and Statement of Work with AVI Systems, Inc. for Audio Visual Consulting and Design Services

STRATEGIC PLAN: 1.2 Community Engagement: Broaden and deepen engagement of the community in city government, innovating methods for inviting input from the community and stakeholders.

BACKGROUND: The City wants to improve stability, reliability and functionality of the audio and visual technologies in the Commission room to better serve the boards, commission and the general public.

UNRESOLVED ISSUES: None

ALTERNATIVES: Keep using the system we have that is becoming less reliable as it ages.

FISCAL EFFECTS: Up to \$42,169.72

Attachments:

[AVI RSA 1342261 - City of Bozeman - Commission Room Design and Spec 4-28-2025.pdf](#)
[PSA with AVI for AV Design Services.docx](#)

Report compiled on: April 29, 2025