

# I.T. – RELATED PURCHASES AUTHORIZATION

Form must be fully completed and signed prior to information technology related purchases

Date July 20, 2022

Requested Vendor Granicus V# \_\_\_\_\_ Vendor

Address 408 St. Peter Street, Suite 600, Saint Paul, MN 55102

Contact Person \_\_\_\_\_

Email Address \_\_\_\_\_

Phone No ( 651 ) 757-4154

Fax # \_\_\_\_\_

<u>Quantity</u>	<u>Item</u>	<u>Unit Price</u>	<u>Total</u>
<u>bundled</u>	<u>Purchase of equipment and services</u>	<u>\$ _____</u>	<u>\$ \$19,120.00</u>
<u>_____</u>	<u>improve audio video, including a service</u>	<u>\$ _____</u>	<u>\$ _____</u>
<u>_____</u>	<u>and allow higher definition when broadcasting.</u>	<u>\$ _____</u>	<u>\$ _____</u>
			<b>Total \$</b> <u>\$19,120.00</u>

## Purpose

This section must be completed with respective price quote(s) included with form:


The City of Richmond City Council Chambers needs replacement of aging legacy audio video equipment  
to improve the broadcast of public meetings. The proposed equipment and services include cloud-based software  
that will stream public meetings remotely utilizing enhanced encoders and providing archived videos for on-demand viewing.

Requested by Richard Lee, KCRT

Sue Hartman

Digitally signed by Sue Hartman  
DN: cn=Sue Hartman, o=City of  
Richmond, ou=IT,  
email=sue\_hartman@ci.richmond.ca.us,  
c=US  
Date: 2022.07.20 17:55:38 -07'00'

Department Head



Henry Lei

July 21, 2022  
Approval Date

July 21, 2022  
Approval Date