

# RESOLUTION OF THE CITY COUNCIL

No. 454

Approved October 25, 2017

RESOLVED, That the Members of the Providence City Council  
hereby Authorize Approval of the following Change Order #1 Contract Award by  
the Board of Contract and Supply, in accordance with Section 21-26 of the Code of  
Ordinances.

High Output, Inc.  
(Art, Culture & Tourism)

\$5,563.75

IN CITY COUNCIL

OCT 19 2017

READ AND PASSED

*Sabina Mato*  
ACTING PRES.

*Lowell Hays*  
CLERK

I HEREBY APPROVE.

*[Signature]*  
Mayor  
Date: *10/25/17*

MATTHEW M. CLARKIN, JR.  
INTERNAL AUDITOR  
25 DORRANCE STREET, ROOM #307  
PROVIDENCE, RI 02903  
Phone: (401) 421-7740 EXT. 577  
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## City of Providence, Rhode Island Office of the Internal Auditor

September 27, 2017

Ms. Lori Hagen  
City Clerk's Office  
City of Providence  
25 Dorrance Street  
Providence, RI 02903

Dear Lori:

I am writing to request that the following requested contract award be submitted to the City Council and the Finance Committee for approval.

- **Art, Culture, & Tourism:** Approval of Change Order #1 in the amount of \$5,563.75 to the contract with High Output, Inc., 301 Iron Horse Way, Providence, RI 02903. Total contract will increase to \$15,063.75 with this Change Order.

Sincerely,

A handwritten signature in black ink, appearing to read "Matthew M. Clarkin, Jr.", is written over the word "Sincerely,".

Matthew M. Clarkin, Jr.  
Internal Auditor

Cc:

Al Buco, Acting Director of Public Property  
Sabrina Solares-Hand, Associate Director of Purchasing  
Stephanie Fortunato, Director of Art, Culture & Tourism  
James Lombardi, Senior Adviser to the City Council  
Gina Costa, Budget Analyst-Internal Auditor



Department of Art, Culture + Tourism  
Jorge O. Elorza, Mayor    Stephanie Fortunato, Director

August 17, 2017

The Honorable Jorge Elorza  
Chairman, Board of Contract and Supply  
City Hall  
25 Dorrance Street  
Providence, RI 02903

RE: Change Order- professional sound and light production company for Celebrate Washington Street event on July 29, 2017

Dear Mayor Elorza:

The Department of Art Culture + Tourism (AC+T) placed out to bid the services of a **professional sound and light production company for Celebrate Washington Street** event which took place on July 29, 2017. On July 10, 2017, the Board of Contract opened bids to discover only one bid was complete. High Output, Inc., 301 Iron Horse Way, Providence, RI 02903 was awarded the contract in the amount of \$9,500.00.

AC+T respectfully requests to increase the amount on the contract by **\$5,563.75**. This will bring the total awarded amount to **\$15,063.75**. The 58.5% increase and covers the amount of costs added by rental equipment and labor costs incurred by expanding the scope of work to include additional temporary public art installations and performances which were booked after the contract was awarded.

Funding is available in account 101-916-53499.

Respectfully submitted,

Financial Approval: \_\_\_\_\_

Director

PROVIDENCE THE CREATIVE CAPITAL

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