

## **Statement of Work**

The City of San Leandro is looking to improve the audio-visual technology for three rooms at City Hall (Council Chambers, CMO Large Conference Room, and Sister Cities). The current system is end-of-life. The system does not provide adequate ability to support the hybrid functionality and workflows required by the meetings. ELB Global will be removing the existing systems and replacing with newer technology that will assist with improved meeting support. This will include improved visual displays in all three rooms.

ELB will work with the City Clerks Office to define system workflows and configure the system to best fit the needs of the meetings and City of San Leandro. Additionally, ELB will provide support for the system for 3-years, which includes:

- Preventative Maintenance four times annually
- Onsite meeting support, once a month (3-years)
- Additional no cost training (two 2-hour sessions)