



Meeting Date: December 16, 2025
Consent Agenda: GRTC Conference Room and Huddle Spaces Upgrade – Change Order

BACKGROUND:

GRTC is in the process of updating office space and conference rooms to optimize the use of meeting spaces. Integrating advanced technology boosts performance and enhances meeting and connection options. GRTC issued an RFP on December 19, 2024, and awarded it to Lakarya LLC for technology AV professionals to design and install the latest technology and configurations for huddle rooms, executive boardrooms, training rooms, conference centers, and small meeting spaces. A change order is required to cover the requested design changes and enhanced performance.

The benefits of this project are:

- Centralized room control at your fingertips
- Provide a simple and intuitive user interface
- Enhanced on-site & virtual meeting quality
- Innovative technology hardware from makers like Crestron, Bose, Samsung, and others
- Reduce costs & dependence on IT support

HIGHLIGHTS:

- Contract was awarded to Lakarya LLC to execute the project. During contract implementation, it was required to include options for an enhanced sound system and to make changes to provide alternative connectivity operations in line with the original requirements.
- The total cost for this change order includes customized configuration of executive board rooms, training rooms, conference centers, and small meeting spaces, which do not exceed \$27,618.69. This purchase will be funded with grant funds.

| Grant # | Federal (80%) | State (0%) | Local (20%) |
|-------------|---------------|------------|-------------|
| VA-2022-007 | \$22,094.95 | \$0 | \$5,523.74 |

Project Total Grant Funding: \$128,220.21

| Grant # | Federal (80%) | State (0%) | Local (20%) |
|----------------------------|---------------|------------|-------------|
| 1458-2024-2 VA-2022-007 | \$102,576.20 | \$0 | \$25,644.04 |

RECOMMENDATION:

The Board of Directors authorizes the CEO to issue a change order to Lakarya LLC to provide design, hardware, and installation of conference room technology services for \$27,618.69, with a new total contract not-to-exceed cost of \$128,220.21.

Ellen Robertson, Secretary
GRTC Board of Directors

Date