

OuttaTheWoods
25777 Tierra Grande Drive
Carmel, CA 93923
831.402.1584

Business Proposal and Quote

Date: 1/21/2025

To: City of Carmel-by-the-Sea

Attn: City Administrator

From: OuttaTheWoods Custom Woodworking

Department of Industrial Relations Number: PW-LR-1001172172

Subject: Proposal for Installation of Seven City Hall Dais Room Downview Monitor Mount Retrofit Kits and A Custom Recorder Desk With a Single Downview Monitor Mount Retrofit Kit

Scope of Work

1. Workstation Downview Monitor Mount Retrofit Kit installation.

- Mount seven (7) downview monitor glass covers without keyboard trays on top of existing Formica on the City Hall dais.

2. Custom L-Shaped Recorder Desk Construction:

- Build a custom portable L-shaped desk for the recorder's station - just the top, no drawers.
 - Integrate repurposed oak material from existing City Hall recorder desk with best effort.
 - Mount one (1) downview monitor mount retrofit kit to the top of the recorder desk.
 - Design will prioritize functionality and ergonomic accessibility while incorporating the repurposed oak materials.
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Materials and Labor

Dais Downview Monitor Glass Covers:

- **Materials:** High-quality tempered glass with polished edges, custom-fitted to the dais dimensions.

Source: <http://www.harborcitysupply.com> || part SKU FPA-0-1818-NK-22 || Picture below. Note picture shows keyboard holder but we will order without keyboard holder. Choosing size 21x21" (FPA-0-2121) for now but an adjust as necessary and update quote. There is a 16x21" option (FPA-0-1621) and a 21x24" (FPA-0-2124) option as well if desired.



FPA-0-2121

- **Labor:** Installation by our skilled woodworkers to ensure precise alignment and secure mounting.

Recorder Desk:

- **Materials:**
 - Repurposed oak from existing City Hall recorder desk.
 - Supplemental oak as needed to maintain structural integrity and aesthetic consistency.
 - Durable hardware and finishings to enhance longevity.
- **Labor:**
 - Skilled craftsmanship for woodworking and assembly.
 - Final sanding and finishing.

Estimated Costs

1. Dais Downview Monitor Glass Covers (qty 7):

- **Materials:** $\$560 \times 7 = \$3,920$ less 10% volume discount = \$3,528
- **Labor (installation):** ~12 hours at \$76/hourly prevailing wage rate = \$912
- **Subtotal:** \$4,494

2. Custom Moveable Recorder Desk:

- **Materials (repurposed City owned oak + supplemental materials):** \$300
- **Downview monitor kit:** $\$560 \times 1 = \560 less 10% = \$504
- **Labor (construction, finishing):** ~12 hours at \$76/hourly prevailing wage rate = \$912
- **Subtotal:** \$1,716

3. General & Administrative Costs:

- Documentation, reporting, and project coordination: \$1,000

4. Total Project Cost:

- **Grand Total: \$7,210** (not to exceed without prior approval)
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Timeline

- **Project Start Date:** To be determined following approval
 - **Downview Monitor Mount Retrofit Kit:** 2 weeks after project start
 - **Recorder Desk Completion:** 4 weeks after project start
 - **Project Completion Date:** To be determined following approval.
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Deliverables

1. Eight (8) mounted downview monitor glass covers installed.
 2. Completed and installed custom moveable L-shaped recorder desk.
 3. Weekly progress reports.
 4. Documentation of hours logged and materials used.
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Terms and Conditions

1. A 50% deposit is required upon acceptance of this proposal.
2. Remaining balance is due upon project completion and final inspection.
3. Any changes to the scope of work may result in additional costs, which will require prior written approval.
4. OuttaTheWoods is committed to maintaining clean and safe workspaces throughout the project duration.

Authorization

To accept this proposal, please sign and return a copy. Thank you for the opportunity to contribute to the enhancement of City Hall's facilities.

Authorized Representative:

Brandon Swanson
City Administrator
Date: _____

OuttaTheWoods Custom Woodworking

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