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AUDIO VISUAL REPORT

FOR

**SOUTH WINNIPEG RECREATION CAMPUS
15 RUTH CROSSING & 25 RUTH CROSSING
WINNIPEG, MANITOBA**

OUR PROJECT NUMBER:

22522.000

DATE:

2025-09-26

ISSUED / REVISION:

ISSUED FOR 99% CD CLIENT REVIEW – REV 0

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1. EXECUTIVE SUMMARY

- 1.1. This document details the proposed audiovisual systems for South Winnipeg Recreation Campus located at 326 Cadboro Rd, Winnipeg, ON. This document is authored based on information gathered during the initial User Group discussion which occurred on October 28, 2024.
- 1.3. The intent of Audiovisual systems for the South Winnipeg Recreation Campus are to be simple to operate. No design standards were indicated per response from RFI questionnaire issued October 20, 2022 and responded November 10, 2024.

2. CODES AND STANDARDS

- 2.1. All audiovisual equipment and installations shall comply with federal and local building codes and regulations.
- 2.2. All audiovisual equipment and installation shall comply to Infocomm International standards and best practices. Relevant documents include:
- .1 Infocomm International - AV Installation Handbook, 2nd Ed. – The Best Practices for Quality Audiovisual Systems
 - .2 ANSI/Infocomm 10:2013– Audiovisual Systems Performance Verification
 - .3 ANSI/Infocomm 2M-2010 – Standard Guide for Audiovisual Systems Design and Coordination Processes

3. SCOPE OF WORK (PER ROOM)

3.1. TYPE 1 – Combinable Multipurpose Rooms

3.1.1. This room type will provide three combinable spaces with AV functionality to facilitate local presentations to a large group.

3.1.2. This room type will feature the following functionality for users:

- .1 Presentation
 - .1 Wired

3.1.3. Two (2) wall-mounted button panel control interfaces will be provided in each room. This unit will be located on the wall beside each projection screen. The control interface will allow for:

- .1 System on/off
- .2 Volume

3.1.4. Two (2) wall mounted inputs will be provided by others in L MPR 1 and L MPR 2 respectively. The wall plate will include presentation cables in 12' length, with connectivity for:

- .1 HDMI

3.1.5. Four (4) large 119" video projection system will be provided for video playback in L MPR 1 and L MPR 2 respectively, two (2) in each room. This system will include a ceiling recessed motorized projection screen and a ceiling mounted high-definition video projector.

3.1.6. A wireless microphone system will be provided and will include a pin-on lavalier microphone with a body pack transmitter and receiver. This will be housed in the MPR Server and be used for voicelift in the combinable space. The wireless microphone receiver will be mounted in the Centralized Equipment Rack.

3.1.7. An audio amplifier will be provided to drive the local speakers. This will be mounted in the Centralized Equipment Rack.

3.1.8. Automated microphone processing, routing, and acoustic echo cancellation will be provided by a shared Audio DSP located in the Centralized Equipment Rack.

3.1.9. Ceiling-mounted speakers will be provided to support audio playback in the space.

3.1.10. An induction loop assistive listening system will be provided to support user with hearing challenges or disabilities. Typically, this is a requirement by the regional Disabilities Act. This system will support combined mode and divided mode. The induction loop amplifier will be mounted in the Centralized Equipment Rack.

3.1.11. Control of local devices will be facilitated by a shared Control Processor located in the Centralized Equipment Rack.

3.1.12. A partition sensor will be provided. This sensor will communicate with the control processor to provide the open or close state of the divisible wall so that the system can automatically configure to allow each room to operate independent or as one.

3.1.13. Integration with lighting and motorized shades/blinds systems will be provided.

3.1.14. All required interconnecting video, control and audio interface cables will be provided.

3.2. TYPE 2 – Multipurpose Team Room

3.2.1. This room type will provide AV functionality to facilitate local presentations.

3.2.2. This room type will feature the following functionality for users:

- .1 Presentation
 - .1 Wired

3.2.3. A wall-mounted button panel control interfaces will be provided in each room. This unit will be located on the wall beside each projection screen. The control interface will allow for:

- .1 System on/off

-
- .2 Volume
 - 3.2.4. A floor-mounted boxes will be provided by others. The AV Contractor will provide connectivity insert plates to allow users to connect devices. The AV Contractor will also provide connectivity from this box the table surface with presentations cable 10-feet in length. This will have connectivity for:
 - .1 HDMI
 - 3.2.5. A large 92" video projection system will be provided. This system will include a ceiling recessed motorized projection screen and a ceiling mounted high-definition video projector.
 - 3.2.6. Ceiling-mounted speakers will be provided to support audio playback in the space.
 - 3.2.7. An audio amplifier will be provided to drive the local speakers. This will be mounted in the Centralized Equipment Rack.
 - 3.2.8. Automated microphone processing, routing, and acoustic echo cancellation will be provided by a shared Audio DSP located in the Centralized Equipment Rack.
 - 3.2.9. An induction loop assistive listening system will be provided to support user with hearing challenges or disabilities. Typically, this is a requirement by the regional Disabilities Act. The induction loop amplifier will be mounted in the Centralized Equipment Rack.
 - 3.2.10. Integration with lighting and motorized shades/blinds systems will be provided.
 - 3.2.11. All required interconnecting video, control and audio interface cables will be provided.
 - 3.3. TYPE 3 – Multipurpose Room
 - 3.3.1. This room type will provide AV functionality to facilitate local presentations in the following standalone rooms:
 - .1 MPR Living Room L2
 - .2 MPR Classroom
 - .3 MP2 Craft Room L2
 - 3.3.2. This room type will feature the following functionality for users:
 - .1 Portable Conferencing and Presentation
 - 3.3.3. A 65" flat panel display with integrated speakers will be provided for playback of video. The display will be mounted to a mobile cart provided by the furniture vendor. This unit will also include a mobile cart mount system for installation.
 - 3.3.4. An all in one collaboration bar with integrated camera, microphone and speakers will be provided to capture video and audio. The bar will also be provided to support audio playback in the space.
 - 3.3.5. An induction loop assistive listening system will be provided to support user with hearing challenges or disabilities. Typically, this is a requirement by the regional Disabilities Act. The induction loop amplifier will be mounted to the mobile car.
 - 3.3.6. All required interconnecting video, control and audio interface cables will be provided.
 - 3.4. TYPE 4 – Gymnasium
 - 3.4.1. This room type will provide AV functionality to facilitate local audio and voicelift to address a large group.
 - 3.4.2. This room type will feature the following functionality for users:
 - .1 Background Music
 - .1 Via facility wide Background Music System
 - .2 Local Audio
 - .1 Via Bluetooth
 - .2 Via Wired Connection
 - .3 Voicelift

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- 3.4.3. A wall mounted input will be provided to allow users to connect devices. The wall plate will include connectivity for:
- .1 Portable Audio Connection (3.5mm)
 - .2 Bluetooth
 - .3 XLR Microphone
- 3.4.4. A wall-mounted button panel control interfaces will be provided. This unit will be located on the wall beside the audio input. The control interface will allow for:
- .1 Volume
 - .2 Source Selection
- 3.4.5. A wireless microphone system will be provided and will include a pin-on lavalier microphone with a body pack transmitter and receiver. This will be used for voicelift in the space. The wireless microphone receiver will be mounted in the Centralized Equipment Rack.
- 3.4.6. A wireless microphone system will be provided and will include a handheld transmitter and receiver. This will be used for voicelift in the space. The wireless microphone receiver will be mounted in the Centralized Equipment Rack.
- 3.4.7. Automated microphone processing, routing, and acoustic echo cancellation will be provided by a shared Audio DSP located in the Centralized Equipment Rack.
- 3.4.8. An audio amplifier will be provided to drive the local speakers. The amplifier will be mounted in the Centralized Equipment Rack.
- 3.4.9. Surface speakers with protective cages will be provided to support audio playback in the space.
- 3.4.10. Control of local devices will be facilitated by a shared Control Processor located in the Centralized Equipment Rack.
- 3.4.11. All required interconnecting video, control and audio interface cables will be provided.
- 3.5. TYPE 5 – Lobby
- 3.5.1. This room type will provide digital signage to encourage visitors to check in at reception.
- 3.5.2. This room type will feature the following functionality for users:
- .1 Digital Signage
 - .2 Background Music
 - .1 Via facility wide Background Music System
- 3.5.3. A digital media player will be provided and will be mounted behind the display. All content will be centrally managed to display digital signage content. Content will be created and managed by the Owner's marketing department. The AV Contractor will provide training sessions as outlined further in this document.
- 3.5.4. A wall-mounted 55" flat panel display will be provided for playback of video. This unit will also include a portrait-oriented wall-mount system for installation.
- 3.5.5. Ceiling-mounted speakers will be provided to support audio playback in the space.
- 3.5.6. An induction loop assistive listening system will be provided to support user with hearing challenges or disabilities. Typically, this is a requirement by the regional Disabilities Act. The counter loop driver will be located at the Reception.
- 3.5.7. Automated microphone and audio processing and routing will be provided by a shared Audio DSP located in the Centralized Equipment Rack.
- 3.5.8. An audio amplifier will be provided to drive the local speakers. The amplifier will be mounted in the Centralized Equipment Rack.
- 3.5.9. All required interconnecting video, control and audio interface cables will be provided.
- 3.6. TYPE 6 – Movement Studio

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- 3.6.1. This room type will provide AV functionality to facilitate local audio and voicelift to address a large group.
- 3.6.2. This room type will feature the following functionality for users:
- .1 Local Audio
 - .1 Via Bluetooth
 - .2 Via Wired Connection
- 3.6.3. A wall mounted input will be provided to allow users to connect devices. The wall plate will include connectivity for:
- .1 Portable Audio Connection (3.5mm)
 - .2 Bluetooth
- 3.6.4. Ceiling-mounted speakers will be provided to support audio playback in the space.
- 3.6.5. An induction loop assistive listening system will be provided to support user with hearing challenges or disabilities. Typically, this is a requirement by the regional Disabilities Act. The induction loop amplifier will be mounted in the Centralized Equipment Rack.
- 3.6.6. Automated audio processing and routing will be provided by a shared Audio DSP located in the Centralized Equipment Rack.
- 3.6.7. An audio amplifier will be provided to drive the local speakers. The amplifier will be mounted in the Centralized Equipment Rack.
- 3.6.8. A wireless microphone system will be provided and will include a headset microphone with a body pack transmitter and receiver. This will be used for voicelift in the space. The wireless microphone receiver will be mounted in the Centralized Equipment Rack.
- 3.6.9. All required interconnecting video, control and audio interface cables will be provided.
- 3.7. TYPE 7 – Fitness Room
- 3.7.1. This room type will provide AV functionality to facilitate local audio and voicelift to address a large group.
- 3.7.2. This room type will feature the following functionality for users:
- .1 Background Music
 - .1 Via facility wide Background Music System
 - .2 Portable Audio
 - .1 Via Bluetooth
 - .2 Via Wired Connection
 - .3 Voicelift
 - .4 Digital Signage
 - .5 Cable TV
- 3.7.3. A portable audio system will be provided to allow users to connect devices. The system will include:
- .1 Headset Microphone
 - .2 Bluetooth connectivity
 - .3 XLR Microphone
- 3.7.4. A wall-mounted button panel control interfaces will be provided. This unit will be located on the wall beside the audio input. The control interface will allow for:
- .1 Volume
 - .2 Source Selection
- 3.7.5. A wall-mounted button panel control interface will be provided to allow for volume control of background music while portable audio is deployed.

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- 3.7.6. A digital media player will be provided and will be mounted behind the display. All content will be centrally managed to display digital signage content. Content will be created and managed by the Owner's marketing department. The AV Contractor will provide training sessions as outlined further in this document.
- 3.7.7. Wall-mounted 55" flat panel displays will be provided for playback of video. Each unit will also include a wall-mount or column-mount system for installation.
- 3.7.8. Audio Amplifiers will be provided to drive the local speakers. The amplifier will be mounted in the Centralized Equipment Rack.
- 3.7.9. Automated microphone and audio processing and routing will be provided by a shared Audio DSP located in the Centralized Equipment Rack.
- 3.7.10. All required interconnecting video, control and audio interface cables will be provided.
- 3.8. TYPE 8 – Facility-Wide Background Music
- 3.8.1. This room type will provide building wide background music via dedicated sound system for the following locations:
- .1 Women's, Men's, and Universal Family Changerooms
 - .2 Women's and Men's Washrooms
 - .3 Lobby, Gymnasium, and Fitness Room, as described elsewhere
- 3.8.2. A wall-mounted button panel control interface will be provided in Fitness Room to allow for volume control of background music while portable audio is deployed.
- 3.8.3. Surface mounted, pendant mounted, or ceiling-mounted speakers depending on the location will be provided throughout the facility to support audio playback in the space.
- 3.8.4. Automated microphone and audio processing and routing will be provided by a shared Audio DSP located in the Centralized Equipment Rack.
- 3.8.5. Audio Amplifiers will be provided to drive the local speakers. The amplifier will be mounted in the Centralized Equipment Rack.
- 3.8.6. An owner supplied PC will be used as a source for background music. The PC will be mounted in the Centralized Equipment Rack
- 3.8.7. Additionally, at the Centralized Equipment Rack an input plate will be supplied for:
- .1 Bluetooth
 - .2 Portable Audio Connection (3.5mm)
- 3.8.8. An interconnection to the fire-alarm system will be supplied by others and will be connected to the AV system by the AV Contractor. This connection will trigger a mute of the AV systems when a fire alarm is activated.
- 3.8.9. All required interconnecting video, control and audio interface cables will be provided.
- 3.9. TYPE 9 – Facility-Wide Public Address
- 3.9.1. Provide public address speaker coverage throughout the Recreation Centre. Public address will be for future only throughout Childcare Centre.
- 3.9.2. Provide a table-top microphone station at each of the following locations:
- .1 Reception/Control Desk
 - .2 Reception & Membership Services / Cash Office Admin Space
 - .3 Municipal Accommodations Facility Staff Offices
- 3.9.3. Audio Amplifiers will be provided to drive the local speakers. The amplifier will be mounted in the Centralized Equipment Rack.
- 3.9.4. All required interconnecting video, control and audio interface cables will be provided.
- 3.10. TYPE 10 – Centralized Equipment Rack

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- 3.10.1. The Centralized Equipment Rack will house the head end Audiovisual equipment for the following locations:
- .1 Combinable Multipurpose Rooms
 - .2 Multipurpose Team Room
 - .3 Gymnasium
 - .4 Background Music (locations as noted above)
- 3.10.2. An Audio Digital Signal Processor (DSP) and associated additional I/O as required will be provided to allow for automated microphone processing, routing, and acoustic echo cancellation.
- 3.10.3. Audio Amplifiers as described elsewhere in this document will be mounted in this rack.
- 3.10.4. Wireless Microphone receivers as described elsewhere in this document will be mounted in this rack.
- 3.10.5. Induction Loop Assistive Listening amplifiers as described elsewhere in this document will be mounted in this rack.
- 3.10.6. Owner supplied PC for background music as described elsewhere in this document will be mounted in this rack. AV Contractor will provide a rack mounted KVM to facilitate manipulation of the PC. It is also anticipated that the PC can be remotely accessed.
- 3.10.7. Television terminals as described elsewhere in this document will be mounted in this rack.
- 3.10.8. A full height lockable AV Equipment Rack will be provided to house the equipment identified in this section. This will include:
- .1 Locking front and rear access doors.
 - .2 An uninterruptable power supply
 - .3 All rack accessories required.
- 3.10.9. An interconnection to the fire-alarm system will be supplied by others and will be connected to the AV system by the AV Contractor. This connection will trigger a mute of the AV systems when a fire alarm is activated.
- 3.10.10. All required interconnecting video, control and audio interface cables will be provided for a fully functional system.

4. TENDERING THE AUDIOVISUAL SCOPE

- 4.1. There are a number of decisions with regards to the supply and installation of the audiovisual equipment for the project that requires immediate attention by the Owner in conjunction with the project team. The major decisions required are:
- 4.1.1. Who holds the audiovisual contract?
.1 Audiovisual contracts are either a sub-contract to the general contractor or an “owner’s contractor” where the G.C. is paid a coordination fee.
- 4.1.2. When should the audiovisual contractor be selected?
.1 Audiovisual installations require a clean, dust-free site with furniture in place. AV is often called a “finishing trade” as the majority of the work is completed after construction substantial completion where the site is clean (eg. “dust-free”), basically functional (eg. Electrical is working) and post-occupancy (eg. PPE isn’t required). We typically recommend the audiovisual should be hired as electrical conduit for AV is being installed and before walls are boarded up and ceilings finished.
- 4.1.3. Who is administering the audiovisual tender?
.1 It is recommended that the party that holds the contract also administers the tender, or S+A is able to assist as well.
- 4.1.4. What shall be provided for the base construction tender?
.1 Smith and Andersen’s typical process is to include an audiovisual infrastructure coordination drawing package “For Information Only” to provide the other trades (electrical, mechanical, communications, structural, etc.) the information they require for their pricing exercises.

5. EQUIPMENT DELIVERY AND DELAYS

- 5.1. Due to the worldwide COVID pandemic, supply chain delays are causing longer than normal equipment delivery times.
- 5.2. We recommend a contingency amount be held in the event that products require expedited shipping or if product substitutions are required to meet the project timelines.
- 5.3. All attempts will be made to specify equipment with shorter lead times, however delivery dates change daily.

6. TRAINING

- 6.1. The AV Contractor shall provide a comprehensive review with the Owner to cover all system operation and maintenance.
- 6.2. Training shall be provided in multiple sessions, within a minimum total of sixteen (16) hours. Each session shall be a minimum of two (2) hours in length.
- 6.3. One (1) training session shall be scheduled immediately following final acceptance by the AV Consultant of the system.

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- 6.4. Training materials shall be provided to the users prior to scheduled session.
- 6.5. The Owner shall have the ability to schedule sessions within the warranty period at mutually acceptable dates and times.

7. WARRANTY

- 7.1. Warranty for all work of the AV system will be provided for a period of one (1) year from the date of substantial completion as certified by the AV Consultant.
- 7.2. All service calls will be answered or returned within four hours between 8:00 and 18:00 local time. All onsite responses should be within 24 hours.
- 7.3. The AV Contractor shall provide one (1) preventative maintenance visit for the extent of the warranty period at no additional cost to the Owner. This system maintenance visit shall not be required until after duration of six (6) months after substantial completion. Subsequent services shall be coordinated and agreed to by Owner.
- 7.4. Separate pricing will be provided for extended warranty by the AV Contractors.

8. ITEMS IN THE SCOPE OF OWNER/OTHERS

- 8.1. Owner shall supply satellite TV receivers, distribution, and cabling as required.
- 8.2. Owner shall supply teleconferencing phones as required.
- 8.3. Owner shall supply dedicated in-room PCs with wireless keyboards and mice as required.
- 8.4. Furniture manufacturer to provide required millwork modifications in coordination with AV Contractor.
- 8.5. Owner to provide annual inspection of all AV mounting hardware in harsh environments such as (but not limited to) pool deck, arena, outdoor, etc. to ensure good working order per manufacturer requirements.
- 8.6. Refer to the following table for the division of responsibility for IT department regarding AV systems:

| IT Systems Information | | |
|---|---|--|
| Phone System: | | |
| Calendar System: | | |
| Unified Communications System: | | |
| AV Monitoring System: | | |
| Digital Signage | | |
| AV / IT Division of Responsibility Matrix | | |
| System Type | AV Contractor | IT |
| Network Configuration | <ul style="list-style-type: none"> - Spreadsheet List of devices to be attached to network with device information - Document Data Jack AV network switch will connect to | <ul style="list-style-type: none"> - Network Security Rules - Wall jack patching in Telecom Room - Provide IP addresses or IP subnet ranges for devices that will |

| | | |
|--------------------|--|--|
| | <ul style="list-style-type: none"> - Configuration of Devices for Multicast and static IP addressing - Update of Spreadsheet with IP addresses once assigned. | <p>reside on the Owner's network.</p> |
| Video Conferencing | <ul style="list-style-type: none"> - Hardware Supply and Installation (Displays, cameras, speakers, microphones) - Codec Configuration | <ul style="list-style-type: none"> - Network Configuration - Bandwidth Management - Allocation of Network Drop and Activation |
| Audio Conferencing | <ul style="list-style-type: none"> - Hardware Supply, Installation and Calibration (Microphones, speakers, signal processors) - Hardware Configuration | <ul style="list-style-type: none"> - Telephone System Configuration - Allocation of Telephone Drop and Activation |
| Digital Signage | <ul style="list-style-type: none"> - Hardware Supply Installation (Flat Panel Displays, Mounting hardware, media players and cabling) - Signage Player Configuration - Software training as per specifications. | <ul style="list-style-type: none"> - Network Configuration - Bandwidth Management - Allocation of Network Drop and Activation - Installation, Configuration and Management of Content Management Software - Installation, Configuration and Management of Content Creation Software |

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|-----------------------------|--|--|
| <p>AV System Monitoring</p> | <ul style="list-style-type: none"> - In-room systems hardware configuration - Configuration of System Monitoring hardware. - Addition of all devices for operation as described in this document. - All Fusion programming on server, control processors and devices. Manufacturer modules must be used. | <ul style="list-style-type: none"> - Network Configuration - Allocation of Network Drop and Activation - Installation and Configuration of System Monitoring Software - Provide access to AV Contractor to server. |
| <p>Room Scheduling</p> | <ul style="list-style-type: none"> - Hardware Installation - Room Scheduling Device Configuration | <ul style="list-style-type: none"> - Network and Calendar System Configuration - Allocation of Network Drop and Activation |

9. OPINION OF PROBABLE COST TABLE

| Area | Qty of Rooms | Cost Estimate (Low) | Cost Estimate (High) |
|---|---------------|---------------------|----------------------|
| Type 1 – Combinable Multipurpose Rooms | 1 | \$140,875 | \$181,125 |
| Type 2 – Multipurpose Team Room | 1 | \$37,625 | \$48,375 |
| Type 3 – Multipurpose Room | 3 | \$42,000 | \$54,000 |
| Type 4 – Gymnasium | 1 | \$26,250 | \$33,750 |
| Type 5 – Lobby | 1 | \$7,875 | \$10,125 |
| Type 6 – Movement Studio | 1 | \$11,375 | \$14,625 |
| Type 7 – Fitness Room | 1 | \$32,375 | \$41,625 |
| Type 8 – Facility-Wide Background Music | 1 | \$18,375 | \$23,625 |
| Type 9 – Facility-Wide Public Address | 1 | \$35,875 | \$46,125 |
| Type 10 – Centralized Equipment Rack | 1 | \$6,125 | \$7,875 |
| Recommended Contingency | | \$31,675 | \$40,725 |
| | TOTAL: | \$401,013 | \$390,425 |

- 9.1. The cost estimate includes a holistic estimate of the entire cost of audiovisual construction inclusive of audiovisual equipment, hardware, cabling, professional services (project management, engineering, installation, testing and commissioning), warranty and expenses.
- 9.2. All costs exclude taxes and escalation.
- 9.3. All costs exclude conduit, backboxes and electrical infrastructure required to support AV systems.
- 9.4. This opinion of probable cost considered Class D, and is based on the consultant's previous experience on projects of similar scope and should be used solely to assist the Owner establish an appropriate budget.
- 9.5. In providing opinions of probable cost, it is recognized that the consultant does not have control over the costs of labor, equipment or materials, or over the Contractor's methods of determining prices or time. Any opinions of probable cost are based on the consultant's reasonable professional judgement and experience and do not constitute a warranty, express or implied that the contractors' bids or the negotiated price of the work will not vary from the information prepared in this document or from any opinion of probable cost prepared by

others. Exact costs will be determined only when tenders have been received for the project and when the construction work has been performed and payments finalized.

- 9.6. The consultant has prepared the system design based on their best judgement based on meetings and available information. It is recommended that the Owner carries a budget contingency to pay for construction related items that may arise during and post-construction. We recommend this value should be roughly 10% of the Owner's audiovisual budget which we have factored into our opinion of probable cost.

END OF AUDIO VISUAL DESIGN BRIEF