

Resolution No. 2026-3502

A Resolution of the City of Sanford, Florida, amending the City's annual operating budget for the fiscal year beginning October 1, 2025, and ending September 30, 2026 relating to the additional AV equipment needed for the Ft. Mellon Amphitheatre Project; providing for implementing administrative actions; providing for a savings provision; providing for conflicts; providing for severability and providing for an effective date.

Whereas, the Commission of the City of Sanford, Florida has adopted an annual operating budget for the fiscal year beginning October 1, 2025, and terminating on September 30, 2026, specifying certain projected revenues and expenditures for the operations of Sanford municipal government; and

Whereas, the City's budget presumes that each department generally will, to the best of their ability, maintain its expenditures within its allocated budgeted level and exercise prudence in expending funds during the course of the City's fiscal year; and

Whereas, from time-to-time circumstances and events may require that the original City budget may need revision such as with regard to the additional AV equipment for the Ft. Mellon Amphitheatre Project as required; and

Whereas, the City Commission, in its judgment and discretion, has the authority to adjust the budget to more closely coincide with actual and expected events.

Now, therefore, be it adopted and resolved by the City Commission of the City of Sanford, Florida as follows:

Section 1. Adoption Of Budget Amendment; additional AV equipment for the Ft. Mellon Amphitheatre Project.

The annual operating budget of the City of Sanford for the fiscal year beginning October 1, 2025, and terminating on September 30, 2026, is hereby revised and amended by Attachment "A" relating to additional AV equipment for the Ft. Mellon Amphitheatre Project as required. The Attachment is hereby incorporated into this Resolution as if fully set forth herein verbatim. Except as amended herein, the annual operating budget for the City of Sanford for fiscal year beginning October 1, 2025, and terminating on September 30, 2026, shall remain in full force and effect.

Section 2. Implementing administrative actions.

The City Manager, or designee, is hereby authorized and directed to implement the provisions of this Resolution by means of such administrative actions as may be deemed necessary and appropriate, to include, but not be limited to, any and all necessary procurement actions.

Section 3. Savings.

The prior actions of the City of Sanford relating to the adoption of the City budget and related activities are hereby ratified and affirmed to include the project and activities relating to the new Ft. Mellon Amphitheatre.

Section 4. Conflicts.

All resolutions or parts of resolutions in conflict with this Resolution are hereby repealed.

Section 5. Severability.

If any section, sentence, phrase, word, or portion of this Resolution is determined to be invalid, unlawful or unconstitutional, said determination shall not be held to invalidate or impair the validity, force or effect of any other section, sentence, phrase, word, or portion of this Resolution not otherwise determined to be invalid, unlawful, or unconstitutional.

Section 6. Effective Date.

This Resolution shall become effective immediately upon adoption.

Passed and adopted this 24th day of August, 2026.

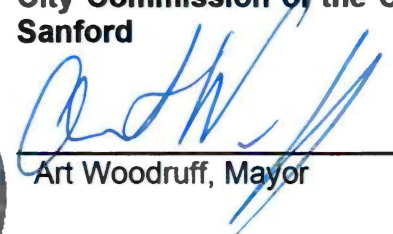
Attest:

**City Commission of the City of
Sanford**

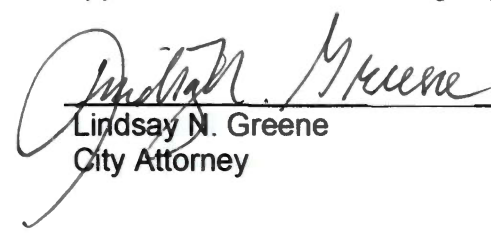
On
Behalf
of

Traci Houchin, MMC, FCRM
City Clerk *Shanna Posey*
Deputy City Clerk




Art Woodruff, Mayor

For use and reliance of the Sanford
City Commission only.
Approved as to form and legality.


Lindsay N. Greene
City Attorney

**ATTACHMENT A
REQUEST FOR BUDGET AMENDMENT**

Fiscal Year 2026
Department: Parks and Recreation

Division: Parks

8/24/2026

CHANGES IN REVENUES

132	0000	389	98	00	Rec. Impact Fees Fund	\$	1,188,937	\$	1,188,937	\$	9,985	\$	1,198,922
360	0000	381	14	00	Transfers from Impact Fee Fund		-		-		9,985		9,985



www.proavi.com

Proposed Change Order No. 001 AV Equipment Rack Upgrade

August 10, 2026

To:



300 N Park Ave. Sanford FL, 32771

Fort Mellon Park Amphitheater – PCO#1

August 10, 2026

Mr. Matt Gans
Owner's Representative
ZHA, Inc.
2290 Lucern Way, Suite 300
Maitland FL 32751
407-902-2558
Matt.gans@zha-fl.com

Subject: Proposed Change Order No. 001 with Discounted Pricing – Fort Mellon Park Amphitheater AV and Lighting System Rack Replacement.

Dear Mr. Gans:

As requested by the City of Sanford, Pro Audio Video Lighting, Inc. (Pro AVL) is pleased to submit Proposed Change Order No. 001 for the addition of a new permanent, all-weather, climate-controlled AV equipment rack at the Fort Mellon Park Amphitheater.

The new rack will provide a secure, environmentally protected enclosure for the Audio, Video, and Lighting Control equipment required to operate the amphitheater systems. The rack will be integrated into the existing AV installation following the initial system installation and setup.

The new rack will be securely anchored to the concrete slab behind the video wall using appropriate hardware. Upon completion, all applicable system components will be removed from the existing rack and reinstalled within the new all-weather rack. The existing rack will then be made available to the City of Sanford for potential reuse at another location.

PCO No. 001 The proposed change results in the additional cost outlined below and will have no known impact on the project schedule.

Project Total Lump Sum:	<u>\$9,984.66 (Dollars)</u>
• Labor:	\$3,712.95
• Equipment	\$5,902.80
• Freight	\$212.50
• Overhead Costs	\$156.41
• Equipment Sales Tax	\$Exempt

Scope of Work: Pro AVL will provide the necessary equipment, materials, labor, and installation for:

- A new all-weather, climate-controlled AV equipment rack located on the south side of the video wall at Fort Mellon Park.
- Removal and reinstallation of the applicable Audio, Video, and Lighting Control equipment currently installed in the existing rack.
- Removal and reinstallation of local equipment cabling as required to accommodate the new rack location.
- Secure anchoring of the new rack to the concrete slab using appropriate hardware.
- Updated project drawings reflecting the revised rack configuration and equipment installation.

Work by Others: Work by others that precedes or supports Pro AVL's scope is excluded from this change order. This includes, but is not limited to, additional cabling, conduit, pathways, electrical power, network devices, digital signage sources, and other systems or infrastructure not specifically identified within Pro AVL's scope above.

All conduit, pathway, electrical, and back-box locations associated with AV equipment outside of Pro AVL's scope must be coordinated with the Pro AVL project team prior to installation to ensure proper system integration and equipment placement.

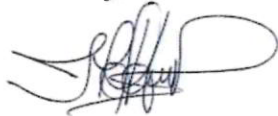
Exclusions: Conduit, pathways, penetrations, electrical work, infrastructure, and any other work or scope not specifically identified within the Scope of Work above are excluded from this change order.

Payment Terms: This change order will follow the established project payment terms and billing procedures.

We appreciate your consideration of PCO No. 001 and respectfully request approval of this change order.

If I may be of further assistance, please contact me directly at any time.

Sincerely,



John Hurst
National Account Manager
Pro Audio Video Lighting, Inc.
FL. License ES12002294

Pro Audio Video Lighting, Inc.
1690 NE 134th St.
Miami, FL 33181
Tel: 305.875.8000

**Bill of Materials
For
PCO No. 001**

<u>QTY.</u>	<u>MANUFACTURER</u>	<u>MODEL</u>	<u>DESCRIPTION</u>
1	Sturdex	Quote D842	IP66 / NEMA 4 -w- Advanced Cooling Options
1	Sturdex	STV-MCA-2000ACDH	IP55 Enclosure Air Cond. -w- Humid. Control 2000W
1	Sturdex	STV-HS- 160-Beige	1U Sliding Server Rack Shelf
1	ProAVL	Pro-AV LBR	Tech Labor to R&R AV equipment from existing rack to new rack
1	PRO-AV	PRO-AV MISC	MISC EQUIPMENT, Wire management, Hardware, Rack Mounting



CITY OF
SANFORD
FLORIDA

WS X RM

Item No. 2.C



APPROVED

**CITY COMMISSION REGULAR MEETING 26-170
AUGUST 24, 2026 AGENDA**

TO: Honorable Mayor and Members of the City Commission
PREPARED BY: Robert Beall, Parks and Grounds Manager
SUBMITTED BY: Norton N. Bonaparte, Jr., ICMA-CM, City Manager
SUBJECT: Budget Amendment; Resolution No. 3502; Audio-Visual (AV) amended Purchase Order 41924 Increase of \$9,984.66; Scope of Services PROAVL for IFB 24/25-33 Amphitheater Audio, Visual, & Lighting/Ft. Mellon Project.

SYNOPSIS:

Requesting to approve budget amendment Resolution No. 3502 and increase Purchase Order# 41924 in the amount of \$9,984.66 for AV equipment outdoor cabinet and associated equipment modification and wiring for the Ft. Mellon Park Amphitheatre Project.

FISCAL/STAFFING STATEMENT:

Funding in the amount of \$9,984.66, is available from Recreational Impact Fees Fund.

BACKGROUND:

On December 8th, 2025, the City Commission approved and awarded the joint funded Community Redevelopment Agency (CRA) Fort Mellon Improvement project which includes a signature state-of-the art amphitheater with a complete sound and visual screen features. During construction, it was determined that the controller unit would be best suited on-site for off-hour controls. This electronic equipment will need to be housed in a climate control storage box in the rear of the amphitheater and was not a part of the original scope. PROAVL has provided the necessary scope and Change Order in the amount of \$9,984.66 for this work.

LEGAL REVIEW:

The City Attorney has reviewed this agenda item and has no legal objection.

RECOMMENDATION:

City staff recommends that the City Commission approve Resolution No. 3502, to amend the budget and authorize procurement of services from the vendor, as proposed and increase PO# 41924 in the amount of \$9,984.66.

SUGGESTED MOTION:

“I move to approve Resolution No. 3502 and the associated procurement actions, as proposed.”

ATTACHMENTS:

03- BA Commission additional AV equipment for the Ft. Mellon Amphitheatre Project - signed.pdf
Resolution 3502 FY2026 PROAVL PO INCREASE.pdf

04-Scope Proposal.pdf

01CC Agenda Memo-Ft. Mellon AV BA - Purchase Order increase.doc