

## Facility and Support Services

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March 6, 2013

To: Dee F. Bruemmer  
County Administrator

From: Dave Donovan, Director  
Facility and Support Services

Subj: Approval of proposal for remodeling in County Attorney's Office

I have received a proposal from Precision Builders to perform minor remodeling work for the County Attorney's Office. This project will provide additional office space in the County Attorney's Office, 2<sup>nd</sup> floor of the Courthouse, to accommodate the relocation of the Risk Management Coordinator to that office. This work includes converting one existing office to a pass through corridor, extending that corridor into new space and building two new offices into new space currently occupied by the state imaging office. The proposal for this work is in the amount of \$17,611.00.

In addition to the proposed construction work, I expect that we will need to purchase approximately \$600 of (owner provided) vinyl wall covering for the project. Also, in order to outfit the new office space, I expect that we would purchase furniture as well. I expect that purchase will not exceed \$6000.

I have reviewed the proposal from Precision Builders and find it to be reasonable for the scope of work. Precision also is quite familiar with maintaining security in our buildings and is very adept at working in and around operational offices while minimizing disruption. For that reason, I have not solicited competitive bids for this work. I recommend that the Board of Supervisors approve the proposal and authorize Facility and Support Services to proceed with the work as outlined above. This project is funded from the Courthouse General Remodeling line item within the Capital Improvement Plan. I will be available at the next Committee of the Whole meeting to discuss this work further and to answer any questions you or the Board may have.

Cc: FSS Management Team  
Mike Walton  
Kathy Walsh

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES  
THAT THIS RESOLUTION HAS BEEN FORMALLY  
APPROVED BY THE BOARD OF SUPERVISORS ON  
\_\_\_\_\_  
DATE  
\_\_\_\_\_  
SCOTT COUNTY AUDITOR

R E S O L U T I O N

SCOTT COUNTY BOARD OF SUPERVISORS

March 14, 2013

A RESOLUTION APPROVING A PROPOSAL FROM PRECISION BUILDERS FOR  
REMODELING IN THE AMOUNT OF \$17,611.00.

**BE IT RESOLVED BY** the Scott County Board of Supervisors as follows:

- Section 1. That the proposal from Precision Builders for a remodeling project in the County Attorney's Office in the amount of \$17,611.00 is hereby approved and awarded.
- Section 2. This resolution shall take effect immediately.