



AGENDA ITEM FORM

SUBJECT: Request Authorization to Solicit Bids for 2014 General Office Front Entrance Remodel and Establish the Date of Public Hearing as the Date of the January 2015 Board Meeting

SUMMARY:

- The 2014 General Office Front Entrance Remodel project will transform our customer service area from an open and unsecured space to one that better serves the customer and affords a secure working environment for staff.
- Customer Service is the only staffed location in our General Office Facility that remains unsecured despite having the most exposure to public interaction.
- Preparation of plans, specifications, and contract documents for the 2014 General Office Front Entrance Remodel is nearing completion.
- The engineer's estimate for this project is \$125,000.
- Meeting life safety constraints of the building code requires us to extend the project beyond the original scope.
- Staff recommends the Board authorize staff to solicit bids for the 2014 General Office Front Entrance Remodel and establish the date of Public Hearing as the date of the January 2015 Board meeting.

FISCAL IMPACT:

Funds for this project will come from the Customer Service Security Work Plan. The 2014 Work Plan has budgeted funds for contracted work of \$34,500. Additional funds for this project will be obtained by savings from or deferral of other 2014 or 2015 capital projects if needed.

RECOMMENDED ACTION:

Authorize staff to solicit bids for 2014 General Office Front Entrance Remodel and establish the date of Public Hearing as the date of the January 2015 Board meeting.

BOARD REQUIRED ACTION:

Motion to authorize staff to solicit bids for 2014 General Office Front Entrance Remodel and establish the date of Public Hearing as the date of the January 2015 Board meeting, and direct staff to publish notice as provided by law.

_____ Donald K. Stanley, P.E. (date) Engineering Supervisor	_____ Danny J. Klopfer, P.E. (date) Engineering Services Manager	_____ William G. Stowe (date) CEO and General Manager
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Attachments: None