



**ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS**  
**AGENDA COMMUNICATION FORM**

<b>ITEM DATE: August 2, 2022</b>	<b>ITEM TIME:</b>
----------------------------------	-------------------

<b>FROM:</b>	J. Kennedy/ J. Stepan
<b>TODAY'S DATE:</b>	July 26, 2022
<b>AGENDA TITLE:</b>	BCC Hearing Room Furniture Purchase Approval

<b>CHECK ONE THAT APPLIES TO YOUR ITEM:</b>	
<input checked="" type="checkbox"/> <b>X ACTION ITEM</b>	
<input type="checkbox"/> <b>DIRECTION</b>	
<input type="checkbox"/> <b>INFORMATION</b>	

**I. DESCRIBE THE REQUEST OR ISSUE:**

Request the Board of County Commissioners approve the purchase and authorize the County Manager to electronically sign the Purchase Order to Workplace Resource in the amount not to exceed \$49,216.47 for new furniture, design services and installation services.

Motion by the Board of County Commissioners to approve the purchase and authorize the County Manager to electronically sign the Purchase Order to Workplace Resource in the amount not to exceed \$49,216.47 for new furniture, design services and installation services.

**III. DESCRIBE FISCAL IMPACTS (VARIATION TO BUDGET):**

**PROPOSED REVENUE** *(if applicable):*

**CURRENT BUDGETED AMOUNT: \$150,000**

**PROPOSED EXPENDITURE: \$49,216.47**

**FUNDING SOURCE: BCC Hearing Room Remodel Project**

**SUPPLEMENTAL BUDGET NEEDED: YES  NO**

**IV. IMPACTS OF A REGIONAL NATURE OR ON OTHER JURISDICTIONS (IDENTIFY ANY COMMUNICATIONS ON THIS ITEM):**

None

**V. BACKGROUND INFORMATION:**

The Routt County Purchasing Agent solicited a State Bid from our Office Furniture Vendor, Workplace Resource, for new furniture for the BCC Hearing Room. We have selected their design and recommendation for furniture that will benefit the BCC, Routt County Planning Commission, and other entities that utilize this room for official County Business. This furniture will be the basis for the other main component of this remodel project that includes new Audio Visual equipment to enhance our public meetings moving forward.

**VI. LEGAL ISSUES:**

None



**ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS**  
**AGENDA COMMUNICATION FORM**

**VII. CONFLICTS OR ENVIRONMENTAL ISSUES:**

None

**VIII. SUMMARY AND OTHER OPTIONS:**

Recommend the Board of County Commissioners approve the purchase and authorize the County Manager to electronically sign the Purchase Order to Workplace Resource in the amount not to exceed \$49,216.47 for new furniture, design services and installation services.

**IX. LIST OF ATTACHMENTS:**

Workplace Resource Quote 53132.001 dated 11/17/2021 Revised 7/25/22