



ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS

AGENDA COMMUNICATION FORM

ITEM DATE: 5/16/2023	ITEM TIME:
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FROM:	J Stepan, Facilities Management Division Manager
TODAY'S DATE:	5/9/2023
AGENDA TITLE:	Supplemental Budget BCC Hearing Room Upgrade Project
CHECK ONE THAT APPLIES TO YOUR ITEM:	
<input checked="" type="checkbox"/> X ACTION ITEM	
<input type="checkbox"/> DIRECTION	
<input type="checkbox"/> INFORMATION	
I. DESCRIBE THE REQUEST OR ISSUE:	
Request for the Board of County Commissioners to approve the supplemental budget for the BCC Hearing Room Upgrade Project.	
II. RECOMMENDED ACTION (<i>motion</i>):	
Motion for the Board of County Commissioners to approve and for the Chair to sign the Supplemental Budget Form for the BCC Hearing Room Upgrade Project.	
III. DESCRIBE FISCAL IMPACTS (VARIATION TO BUDGET):	
PROPOSED REVENUE (<i>if applicable</i>): n/a	
CURRENT BUDGETED AMOUNT: \$158,000.00	
PROPOSED EXPENDITURE: \$286,026.89	
FUNDING SOURCE: 50530303 801201	
SUPPLEMENTAL BUDGET NEEDED: yes	
IV. IMPACTS OF A REGIONAL NATURE OR ON OTHER JURISDICTIONS (IDENTIFY ANY COMMUNICATIONS ON THIS ITEM):	
V. BACKGROUND INFORMATION:	
The BCC Hearing Room upgrade project was initiated per Interim County Manager request in 2021. The project entails design and implementation of upgrades to furniture and AV systems as well as construction to remodel the Hearing Room to allow for installation of the AV systems.	



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VI. LEGAL ISSUES:

VII. CONFLICTS OR ENVIRONMENTAL ISSUES:

VIII. SUMMARY AND OTHER OPTIONS:

The intent of this project is to modernize AV systems, furniture, and other associated items in the BCC Hearing Room. The existing technology and furniture setup is inadequate for live streaming and recording of public hearings, and upgrades will provide modernized AV solutions for public users. In 2022, design and planning phases were initiated and associated documents have recently been completed. Linx AV is targeting mid-July for installation of the AV system. Facilities Management will procure subs and manage the project of preparing the Hearing Room for the AV components. Work required to prepare for AV installation will include coring and trenching concrete for floor boxes, framing, drywall patching, sound panel modifications, painting, and electrical. We are currently in contract with Calcon at the HHS project and will be able to extend their current scope to include labor help with this project.

IX. LIST OF ATTACHMENTS (*signatures needed:* wet, digital, Resolution Processed by BCC)

Supplemental Budget Form