

Minutes of Meeting
Admin T.I.
January 28, 2013
11:30 a.m.

The Kootenai County Board of Commissioners: Chairman Todd Tondee, Commissioner Dan Green and Commissioner Jai Nelson met to discuss the following agenda items. Also present were Building & Grounds Operation Manager Shawn Riley and Deputy Clerk Christine Sessions.

- A. Call to Order:** Chairman Tondee called the meeting to order at 11:30 a.m.
- B. Introductions:** There were no introductions made.
- C. Changes to the Agenda:** There were no changes made to the agenda.
- D. Old Business:** There was no old business discussed.
- E. New Business:** Commissioner Nelson presented to the Board a quote from the Hayworth Line for a furniture package totaling approximately \$24,855 for the administrative cube area to include new panels, overhead cube storage and chairs. Commissioner Nelson will acquire two more quotes before making any firm decisions.

Approximately 2,000 square feet of carpet is needed for the remodel. An estimated total cost for carpet replacement is \$6,500. The Board is interested in two types of carpet: the main Administrative area will be replaced with a mixed shade with a price of \$25 a yard and comes with replacement squares available for easy replacement if damage should occur; and a solid shade for trim, transition and smaller areas at \$10 a yard. Approximately 260 yards of the primary carpet and approximately 40 yards of solid carpet will be needed. The carpet purchase will be put out to bid.

The Board received two (2) out of three (3) quotes for demolition and remodel of the Administrative area. The quote from Smalls Construction is for approximately \$12,525 with an estimated one (1) week for completion and the quote from Ginno Construction is for approximately \$17,000 with an estimated 1-2 weeks for completion. Both crews have committed to work nights and weekends. Polin & Young Construction did not respond with a quote.

Operations Manager Shawn Riley estimated that the entire project will take approximately four (4) weeks to complete. The Board discussed using alternate meeting rooms during the renovation. They will coordinate meetings between their regular location in the Boardroom and the possible use of meeting rooms 1A & 1B.

F. Staff Reports: There were no staff reports.

G. Public Comment: This section is reserved for citizens wishing to address the Board regarding a County related issue. There was no public comment.

The meeting was adjourned at 12:06 p.m.

Respectfully submitted,

CLIFFORD T. HAYES, CLERK

BY: _____
Christine Sessions, Deputy Clerk