

FORSYTH COUNTY
BOARD OF COMMISSIONERS

MEETING DATE: June 27, 2013 AGENDA ITEM NUMBER: 14

SUBJECT:

RESOLUTION AUTHORIZING COMPLETION OF THE GOVERNMENT CENTER FIFTH FLOOR UPFIT PROJECT TO CREATE FLEXIBLE OFFICE SPACE/MULTIPURPOSE SPACE TO PROVIDE AN ALTERNATIVE TO SHORT TERM LEASE SPACE AS AUTHORIZED IN CONCEPT UNDER THE 2012 PAY-GO CAPITAL PROJECTS ORDINANCE (GENERAL SERVICES DEPARTMENT)

COUNTY MANAGER'S RECOMMENDATION OR COMMENTS: Recommend Approval

SUMMARY OF INFORMATION:

The Forsyth County Board of Commissioners adopted the 2012 Pay-Go Capital Projects Ordinance (CPO) at its October 22, 2012 meeting. The CPO was established to authorize the funding for several projects in concept. One of those projects was for the upfit of vacant space on the fifth floor of the Government Center. This resolution is seeking permission to complete the Government Center Fifth Floor Upfit Project to create flexible office space/multipurpose space to provide an alternative to short term lease space.

Hayden Design Associates, Inc. contracted to provide programming/schematic design and opinion of cost for the upfit of approximately 4,160 square feet of vacant space on the fifth floor of the Government Center. Hayden Design Associates, Inc. submitted five different options for the space.

Staff recommends proceeding with Option 4, attached. This option will accommodate up to eighteen (18) employees. The dashed lines on the drawing represent cubicles (each approximately 10' by 10'). Hayden Design Associates submitted an opinion of cost of approximately \$142,000 for this option. Please note, this figure does not include voice/data, furniture, and architect/engineering fees.

The original project budget was \$325,000. Hayden Design Associates, Inc. design contract totaled \$4,200. Therefore, \$320,800 will remain within the project budget.

ATTACHMENTS:- YES NO

SIGNATURE: *J. A. C. [Signature]* DATE: June 27, 2013
COUNTY MANAGER

**RESOLUTION AUTHORIZING COMPLETION OF THE
GOVERNMENT CENTER FIFTH FLOOR UPFIT PROJECT
TO CREATE FLEXIBLE OFFICE SPACE/MULTIPURPOSE SPACE TO
PROVIDE AN ALTERNATIVE TO SHORT TERM LEASE SPACE AS
AUTHORIZED IN CONCEPT UNDER THE
2012 PAY-GO CAPITAL PROJECTS ORDINANCE
(GENERAL SERVICES DEPARTMENT)**

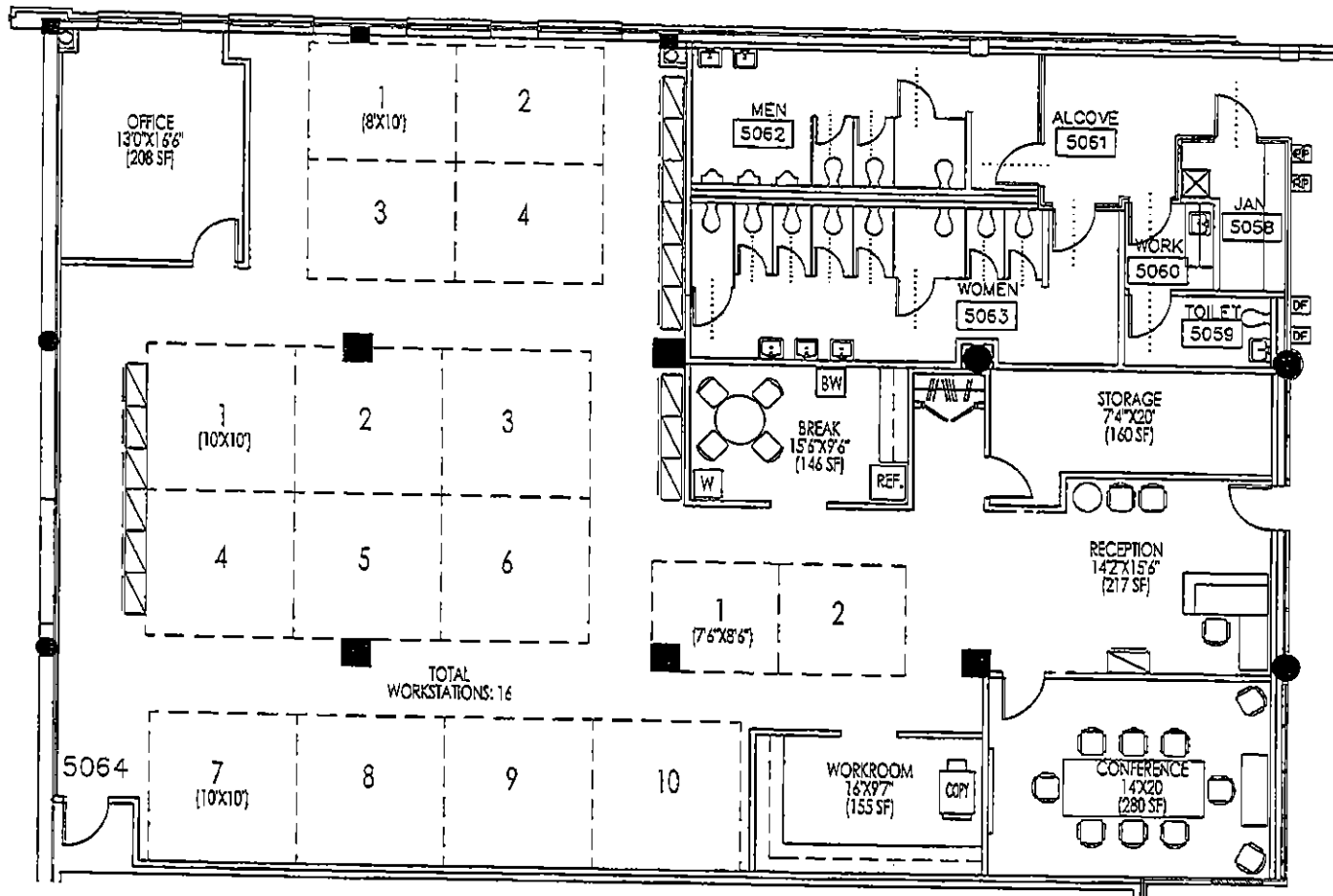
WHEREAS, on October 22, 2012, the Forsyth County Board of Commissioners (“Board”) adopted the 2012 Pay-Go Capital Projects Ordinance, which authorized several projects in concept, subject to review by the Board of the plan, compliance with applicable bidding laws, and final award or authorization by the Board as required by law and/or the Budget Ordinance; and

WHEREAS, one of the projects which was authorized in concept is the Government Center Fifth Floor Upfit to create flexible office space/multipurpose space to provide an alternative to short term lease space;

NOW, THEREFORE, BE IT RESOLVED that the Forsyth County Board of Commissioners hereby authorizes the completion of the Government Center Fifth Floor Upfit Project in the amount not to exceed \$325,000 to create flexible office space/multipurpose space to provide an alternative to short term lease space, subject to compliance with applicable bidding laws and final award or authorization of specific contracts under the said Project by the Board of County Commissioners as required by law and/or the Budget Ordinance.

BE IT FURTHER RESOLVED that the County Manager, Clerk to the Board and the Chief Financial Officer are hereby authorized to execute, on behalf of Forsyth County, the necessary documents and make the necessary expenditures to complete the Government Center Fifth Floor Upfit Project, subject to the limitations set forth herein and subject to a pre-audit certificate thereon by the Chief Financial Officer, where applicable, and approval as to form and legality by the County Attorney.

Adopted this the 27th day of June 2013.



Floor Plan



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 p: 336.724.5813 f: 336.724.5841
 www.hayden-design.com

Project Name:
 Forsyth County: Temp Space (5th Flr.)

Project Number:
 13-105

Date:
 03/19/13 / Scale: 1/8"=1'-0"

Sheet Number:

OPT.4

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