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**GENERAL SERVICES**

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**COUNTY OF SANTA CRUZ**

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GOVERNMENTAL CENTER  
(831) 454-2210  
ROY K. HOLMBERG  
DIRECTOR

701 OCEAN STREET, ROOM 330, SANTA CRUZ, CALIFORNIA 95060-4073  
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**September 24, 1998**

**Agenda: 10/6/98**

**Board of Supervisors  
County of Santa Cruz  
701 Ocean Street  
Santa Cruz, CA 95060**

**REQUEST TO ADVERTISE CARPET REPLACEMENT  
AT VARIOUS COUNTY FACILITIES, #98C1-004**

**Dear Members of the Board:**

**Specifications have been prepared by the County of Santa Cruz, General Services Department to replace carpeting in four County offices. The offices are located at the Probation Department, Environmental Health Services, the Sheriff's Office and the Elections Department. The items and associated documents related to the carpet replacement must be approved by your Board prior to solicitation of written proposals. Funds for this project are allocated in the various Departmental budgets and their Plant Projects budget. The engineer's estimate for the project is \$20,000.**

**It is therefore recommended that your Board take the following actions:**

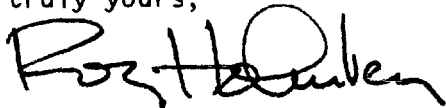
- 1. Approve the specifications on file with the Clerk of the Board for Carpet Replacement at Various County Facilities, 98C1-004; and**
- 2. Direct the General Services Department to advertise for bids; and**

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VARIOUS COUNTY FACILITIES  
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3. Set the bid opening for 10:45 a.m on November 3, 1998.

Very truly yours,



**ROY HOLMBERG, Director**

RH:ljr/requ0924

**RECOMMENDED:**



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**SUSAN A. MAURIELLO  
County Administrative Officer**

cc: Probation Department  
Environmental Health Services  
Sheriff's Office  
Elections Department