

GENERAL SERVICES**COUNTY OF SANTA CRUZ**

GOVERNMENTAL CENTER
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 ROY K. HOLMBERG
 DIRECTOR

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September 29, 1998

Agenda: October 20, 1998

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

REQUEST TO ADVERTISE HOIST AT 1400 EMELINE, 98C1-007

Dear Members of the Board:

Specifications to provide and install a low profile roof hoist on the roof of 1400 Emeline Avenue have been prepared by Peter Boyce, Structural Engineer, and the General Services Department. The items and associated documents related to the project must be approved by your Board prior to solicitation of written proposals. Funds are available in Budget Index 191023, Subobject 6610. The cost of the project is estimated at \$18,000.

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

- 1. Approve specifications on file with the Clerk of the Board for the Roof Hoist at 1400 Emeline Avenue, 98C1-007; and**
- 2. Direct the General Services Department to advertise for bids; and**
- 3. Set the bid opening for 10:45 a.m on November 24, 1998.**

Very truly yours,

ROY HOLMBERG, Director

RH:ljr/rta0929

RECOMMENDED:

**SUSAN A. MAURIELLO
 County Administrative Officer**